<b>₹UC</b> ssued	l <b>itin</b> under	g P P.A.:	rocedu 2 or 1968, as	res Kej amended an	<b>POFT</b> d P.A. 71 of 1919	, as amended.				
			emment Typi				Local Unit Name	9		County
	ount	У	□City	⊠Twp	□Village	∐Other	Township o	f White Lake		Oakland
	i Year				Opinion Date			Date Audit Report Submit	tled to \$tate	
Dę	cem	ber 3	31, 2006		May 21, 2	007		May 22, 2007		
Ve a	ffirm	that:								
					licensed to p					
Ne fi Mana	urthe agem	r affir ent L	m the folio etter (repo	owing mate ort of com	erial, "no" resp ments and rec	oonses hav ommendat	e been disclos ions).	ed in the financial state	ments, includ	ing the notes, or in the
	YES	오	Check ea	ich applic	able box bel	ow, (See In	structions for	further detail.)		
1.	$\boxtimes$		All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.							
2.		X	There are (P.A. 275	no ассил 5 of 1980)	nulated deficit or the local u	s in one or nit has not :	more of this u exceeded its b	nit's unreserved fund ba odget for expenditures.	alances/unres	tricted net assets
3.	$\boxtimes$		The local	unit is in o	compliance wi	th the Unifo	orm Chart of A	ccounts issued by the D	Department of	Treasury.
4.	×						equired funds.			
5.	×							th State statute.	_	
6.	X		The local other guid	unit has r dance as i	not violated the ssued by the	e Municipal Local Audit	l Finance Act, ; and Finance I	an order issued under t Division.	he Emergenc	y Municipal Loan Act, or
7.	×		The local	unit has r	not been delin	quent in dis	stributing tax re	evenues that were colle	cted for anoth	er taxing unit.
8.	×		The local	unit only	holds deposits	s/investmer	nts that comply	with statutory requiren	nents.	
9.	×		The local Audits of	unit has r Local Uni	no illegal or units of Governm	authorized ent in Mich	expenditures iigan, as revisi	that came to our attenti ed (see Appendix H of i	on as defined Bulletin).	in the <i>Bulletin for</i>
10.	×		that have	not been	previously co	mmunicate	d to the Local	ment, which came to ou Audit and Finance Divis under separate cover.	ur attention du sion (LAFD). I	ring the course of our audit f there is such activity that has
11.		×	The local	l unit is fre	e of repeated	comments	from previous	years.		
12.	×				s UNQUALIFI					
13.	X		The local accepted	l unit has e accountir	complied with ng principles (	GASB 34 c GAAP).	or GASB 34 as	modified by MCGAA S	tatement #7 a	and other generally
14.		$\overline{\mathbf{x}}$	The boar	d or coun	cil approves a	ll invoices p	orior to payme	nt as required by charte	er or statute.	
15.		図						d were performed timel		
If a incl	loca luded scripti	in t ion(s	of govern his or any of the au	nment (aut other au thority and	thorities and o dit report, no d/or commission	commission r do they o on.	s included) is obtain a stand	operating within the bo	undaries of th	ne audited entity and is not ime(s), address(es), and a
			closed the			Enclosed		ed (enter a brief Justification	п)	
				e Ionowiii	<u>.</u>		o morradana	·- <u>\</u>	<u> </u>	
Fir	ancia	al Sta	atements —			$\perp \boxtimes$		<u> </u>		
Th	e lett	er of	Comment	s and Rec	commendation	s X				
1	her (C									
			Accountant (					Telophone Number 248-646-9666		
l			ight, P.L.	<u>U.</u>	<u></u>		<u> </u>	Cily	State	Zip
	et Ad 00 €		ong Lake	Road. S	Suite 360		ı	Bloomfield Hills	MI	48304
			Signature	72	71		Printed Name John M. Fos	ter	Licensc N 11010	l,
ш	-	- *	<del> / · /</del>	<del></del>	- T			<u> </u>		

# TOWNSHIP OF WHITE LAKE, MICHIGAN OAKLAND COUNTY, MICHIGAN

Report on Audit of Accounts

December 31, 2006

# TABLE OF CONTENTS

	<u>Page</u>
Table of Contents	1
FINANCIAL SECTION	
Independent Auditor's Report	3
Management's Discussion and Analysis	4
Basic Financial Statements:	
Government Wide Financial Statements For The Year Ended December 31, 2006:	
Statement of Net Assets	9
Statement of Activities	10
Fund Financial Statements For The Year Ended December 31, 2006:	
Balance Sheet - Governmental Funds	11
Reconciliation of Total Governmental Fund Balance to Net Assets of Governmental Activities	12
Statement of Revenues, Expenditures, and Changes in Fund Balances - Governmental Funds	13
Reconciliation of the Statement of Revenues, Expenditures, and Changes in Fund Balances of Governmental Funds to the Statement of Activities	14
Statement of Net Assets - Proprietary Fund Type - Enterprise Fund	15
Statement of Revenues, Expenses and Changes in Net Assets - Proprietary Fund Type - Enterprise Fund	16
Statement of Cash Flows - Proprietary Fund Type - Enterprise Fund	17
Statement of Assets and Liabilities - Agency Funds	18
Notes to the Financial Statements	19
Required Supplemental Information:	
Budgetary Comparison Schedules:	
General Fund	37
Fire Fund	45
Police Fund	46
Improvement Revolving Fund	47
Proving Appropriant Fund	40

# TOWNSHIP OF WHITE LAKE, MICHIGAN TABLE OF CONTENTS (CONTINUED)

	Lage
Other Supplemental Information:	
Combining and Individual Fund Statements and Schedules:	
Combining Balance Sheet - Non-major Governmental Funds	49
Combining Balance Sheet - Non-major Governmental Funds - Special Revenue Funds	50
Combining Balance Sheet - Non-major Governmental Funds - Debt Service Funds	51
Combining Balance Sheet - Non-major Governmental Funds - Capital Project Funds	52
Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Non-major Governmental Funds	53
Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Non-major Governmental Funds - Special Revenue Funds	54
Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Non-major Governmental Funds - Debt Service Funds	55
Combining Statement of Revenues, Expenditures and Changes in Fund Balances - Non-major Governmental Funds - Capital Project Funds	56

# JANZ & KNIGHT, P.L.C.

CERTIFIED PUBLIC ACCOUNTANTS 300 EAST LONG LAKE ROAD, SUITE 360 BLOOMFIELD HILLS, MICHIGAN 48304-2377

> TELEPHONE (248) 646-9666 FACSIMILE (248) 646-3857



MEMBERS

AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
MICHIGAN ASSOCIATION OP
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENT AUDITOR'S REPORT

Members of the Board Township of White Lake, Michigan

FREDERICK C. JANZ

ROBERT I. KNIGHT Kenneth E. Zink

JOHN M. FOSTER

JOHN W. MACKEY

MICHAEL V. HIGGINS JOHN E. MIGUKE, JR.

JAMES A. STEPHENSON, TO

DAWN M. LENGERS JOSHUA J. LYNN

STEPHEN C. OTIS

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of Township of White Lake, Michigan, as of and for the year ended December 31, 2006, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of White Lake, Michigan's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also include assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township of White Lake, Michigan, as of December 31, 2006 and the respective changes in financial position and cash flows, where applicable, thereof for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis and budgetary comparison information as identified in the table of contents, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Township of White Lake, Michigan basic financial statements. The combining and individual non-major fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. The combining and individual non-major fund financial statements have been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Very truly yours,

Certified Public Accountants

Jany thought, PLC

Bloomfield HIIIs, Michigan

May 21, 2007

JANZ & KNIGHT,

December 31, 2006

#### MANAGEMENT'S DISCUSSION AND ANALYSIS

The Charter Township of White Lake's (the Township) management's discussion and analysis is designed to assist the reader in focusing on significant financial issues, provide an overview of the Township's financial activity, identify changes in the Township's financial position (its ability to address the next and subsequent years' challenges), identify significant variances from the approved budget, and identify individual fund issues or concerns.

#### Using this Annual Report

The Township's annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities provide information about the activities of the Township as a whole and present a longer-term view of the Township's finances. Fund financial statements tell how these services were financed in the short-term, as well as what remains for future spending. Fund financial statements also report the Township's operations in more detail than government-wide financial statements.

# Government-Wide Financial Statements

The government-wide financial statements consist of the Statement of Net Assets and Statement of Activities. They are designed to be corporate-like in that all governmental and business-type funds are consolidated into columns which add to a total for the primary government. These statements include all assets and liabilities using the accrual basis of accounting. All of the current year's revenues and expenses are also taken into account regardless of timing of cash being paid or received.

# The Township as a Whole

Net Assets - The Township's combined net assets were \$34.4 million at the close of the year ended December 31, 2006. This represents an increase of \$1.0 million or a 3% Increase from a year ago. As we look at governmental activities separately from the business-type activities, we can see that the governmental activities net assets have seen an increase of approximately \$640,000. This increase was primarily the result of assets being capitalized that will be expensed as depreciation over their useful lives. Also a portion of this increase is from a Fire Fund surplus of approximately \$230,000. This surplus is restricted for future equipment acquisitions in the Fire Fund. The business-type activity net assets has experienced a \$360,000 increase. This increase was primarily the result of assets being capitalized that will be expensed as depreciation over their useful lives.

The following table reflects the condensed Statement of Net Assets for the years ended December 31, 2006 and 2005:

Table 1 Statement of Net Assets

		<u> Activities</u>		pe Activity	Tot	
	2006	2005	2006	2005	2006	2005
ASSETS						
Current and other assets Capital assets	\$ 25,762,193 19,971,660	\$ 25,926,621 19,365,851	\$ 4,576,609 4,389,458	\$ 4,645,669 4,231,692	\$30,338,802 24,360,118	\$30,472,290 23,597,543
Total assets	<u>\$ 45,799,953</u>	\$ 45,192,472	<u>\$ 9,965,087</u>	<u>\$ 9,877,361</u>	\$54,698,920	\$54,069,833
LIABILITIES AND NET ASSETS						
Current and other Habilitles Long term debt outstanding	\$ 9,757,932 10,049,267		\$ 135,417 355,000	\$ 354,967 	\$ 9,893,349 10,404,287	\$ 9,435,804 11,231,084
Total   db   tles	\$ 19,607,199	\$ 19,907,021	\$ 490,417	\$ 759,667	\$20,297,616	\$20,666,666
Not assets: Invested in capital assets, het of related debt Restricted Unrestricted	9,145,576 14,756,169 2,024,899	7,623,502 15,893,918 1,788,031	3,983,458 3,596,656 894,336	3,776,692 3,585,869 754,933	13,129,034 18,353,045 2,919,225	11,400,194 19,479,767 2,522,964
Total net assots	\$ 25,926,654	<u>\$ 25,265,451</u>	\$ 8.474.650	<u>\$ 6.117.494</u>	<u>\$34,401,304</u>	\$33 <u>.402</u> .945
Total liabilities and net assets	\$ <u>45,733,853</u>	\$ <u>45,192,47</u> 2	\$ 6,985,087	<u> 8 6.877,361</u>	<u>\$54,698,920</u>	<b>354,069,83</b> 3

Unrestricted net assets are net assets that can be used to finance day to day operations. Restricted net assets of the Township totaled approximately \$18.4 million at December 31, 2006. These net assets have limitations on their use that were imposed by restrictions such as enabling legislation, grant or bond covenants. The investment in capital assets represents the Township's capital assets that provide services to citizens; accordingly, these assets are not available for future spending.

The following table shows the changes in net assets for the years ended December 31, 2006 and 2005:

Table 2 Changes in Net Assets

	Governmental Activiti		Business-Type Activity		Total	
	2006	2005	2008	2005	2006	2005
Program Revenue:						
Charges for services	\$ 2,795,936	\$ 3,455,756	\$ 743,106	\$ 777,930	8 8,529,042	\$ 4,233,687
Operating grants and contributions	482,768	449,806			482,799	449,806
Capital grants and contributions	126,916	41,854	222,521	1,161,261	340,837	1,203,115
Goneral Revenue:						
Property taxes	5,900,702	5,473,366			5,900,702	5.473,366
State shares revenue	2,072,142	2,111,683			2,072,142	2,111,663
Unrestricted investment income	981,018	683,245	212,335	131,697	1,193,353	814.942
Franchise fees	292,261	263,962			292,261	263,962
Miscelianecus	221,599	199,566	5,020	55	226,619	199,621
Loss on sale of assets	(21,957)	(954)			<u>(21.657</u> )	(95 <u>4</u> )
Total revenues	\$ 12,840,905	\$ 12,678,283	\$ 1,192,982	\$ 2,070,943	\$14,023,887	\$14,749,226
Program Exponses:						
General government	2,301,181	2,217,294			2,301,181	2,217,294
Public safety	6,394,049	6,086,073			6,394,049	6,086,073
Public works	2,355,828	2,167,080			2,355,928	2,167,060
Health and welfare	69,023	76,613			69,023	76,613
Community and economic development	530,137	507, 292			530,137	507,292
Recreation and culture	239,591	186,760			239,591	186,750
Interest on long term debt	289,893	312,899	24,977	26,778	314,870	339,677
Water			800,849	761,893	800,849	<u>761,893</u>
Total program expenses	<u>\$ 12,199,702</u>	\$ 11,554,001	\$ 925,826	\$ 788,671	\$13,025,529	\$12,342,672
Increase in met assets	\$ 641,203	\$ 1,124,282	\$ 357,156	\$ 1,282,272	\$ 998,369	\$ 2,406,554
Net assets – beginning of year	<u>25, 285, 451</u>	24,161,169	6,117,494	6,835,222	33,402,945	30,996,391
Net assets - end of year	<u>8, 25, 926, 654</u>	<u>\$25, 285, 451,</u>	<u>86_47.4650</u>	<u>\$8_117_,494</u>	<u>\$34, 401, 304</u>	<u>\$33,402,945</u>

As shown in the above table total revenues were approximately \$14.0 million for the year ended December 31, 2006. Of these revenues 42% was obtained from property taxes, 25% for fees charged for services, 15% for state shared revenues and 8% for Investment Income. Total expenses were approximately \$13.0 million, of which 49% was for public safety, 18% was for general government and 16% was for public works.

# Business Type Activities

The Township's business-type activity consists of the Water Fund. At December 31, 2006 the Township was providing water to 1,769 customers. This is compared to 1,688 customers at December 31, 2005.

In 2005, the Water Fund started construction of a water main extension (located between Bogie Lake Road and the Township Hall). The total amount spent to date was \$824,430. This project will be completed in 2007.

# The Township Funds

The analysis of the Township's major funds begins on page 11, following the government-wide financial statements. The fund financial statements provide detail information about the most significant funds, not the Township as a whole. The Township Board creates funds to help manage money for specific purposes as well as to show accountability for certain activities, such as special property tax millages. The Township's major funds for 2006 include the General Fund, Fire Fund, Police Fund, Improvement Revolving Fund, Special Assessment Fund, Sewer Debt Fund, and the Pontiac Lake Sewer Debt Fund.

The General Fund is the main operating fund of the Township. Total revenues and other financing sources for the year were approximately \$5,767,000. Of this revenue, state-shared revenue accounted for 39% and property taxes 20% of the total revenue. Total expenditures and other financing uses for the year were approximately \$5,650,000. This included operating transfers of approximately \$1,077,000 to the Fire and Police Funds (to subsidize operating short-falls in those funds). At December 31, 2006 the unreserved fund balance of \$2,024,889 represented 36% of the total General Fund expenditures and other financing uses for the year.

The Fire Fund is used to account for fire services to Township residents. Total revenues and other financing sources for the year were approximately \$2,577,000. Of this revenue, property taxes accounted for 71% and General Fund transfers in accounted for 27% of the total revenues. Total expenditures for the year were approximately \$2,348,000. Of this amount 65% related to employee costs. The fund balance of \$4,731,445 is reserved for future equipment acquisitions and new personnel.

The Police Fund is used to account for police services to Township residents. Total revenues and other financing sources for the year were approximately \$3,623,000. Of this revenue, property taxes accounted for 81% and General Fund transfers in accounted for 11% of the total revenue. Total expenditures for the year were approximately \$3,623,000. Of this amount 85% related to employee costs. Currently, there is no fund balance reserved for future equipment acquisitions.

The improvement Revolving Fund is used to account for money advanced for future capital and emergency needs of the Township. During the year, the Township transferred approximately \$834,000 to the General Fund to acquire property, pay professional fees for the Corridor improvement Authority, purchase technological equipment and software, and finance PA 188 activities. The fund balance of this fund at year end was approximately \$2,628,000.

The Special Assessment Fund is used to account for the solid waste and Various other special assessments (lake quality, etc.) of the Township. Total revenues for the year were approximately \$1,630,000 and were primarily earned through assessments to those residents benefiting from the services being provided. The fund balance of \$562,002 is restricted for various special assessment services.

The Sewer Debt Fund is a debt service fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs associated with the construction of Township sewers. The total revenue for the year was approximately \$355,000 and was primarily earned through new connection charges. Expenditures for the year were approximately \$647,000 and consisted of principal and interest charges on related debt. The fund balance of \$2,336,778 is reserved for future debt related expenditures. At December 31, 2006 the outstanding principal on the sewer debt was \$6,590,000.

The Pontiac Lake Sewer Debt Fund is a debt service fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs associated with the construction of the Pontlac Lake Sewers. The total revenue for the year was approximately \$508,000 and was primarily earned through special assessment charges. Expenditures for the year were approximately \$401,000 and consisted primarily of principal and interest charges on related debt. The fund balance of \$1,932,273 is reserved for future debt related expenditures. At December 31, 2006 the outstanding principal on the Pontlac Lake sewer debt was \$4,205,000.

# General Fund Budgetary Highlights

Over the course of the year, the Township Board amended the budget to take into account events during the year. Operating Transfers in were amended to reflect board authorized use of funds from the improvement Revolving Fund.

The Accounting Department budget was amended to reflect additional payroll costs for an additional employee. The legal fees, conservation services and planning department amended their budgets to reflect increased professional services rendered. The Planning Department budget was also amended to reflect additional payroll costs. The capital outlay budgets were amended to reflect the purchase of a Vehicle, property, and technological equipment and software. Operating Transfers Out were amended to finance PA 188 activity.

Township departments overall stayed below budget, resulting in total expenditures \$427,876 below budget. This allowed the General Fund's fund balance to increase from \$2,105,208 a year ago to \$2,222,108 at December 31, 2006.

December 31, 2006

#### Capital Asset and Debt Administration

#### Capital Assets

At the end of 2006, the Township had \$24,360,118 invested in a broad range of capital assets (net of accumulated depreciation), including buildings, police and fire equipment, and water and sewer lines. In addition, the Township has invested significantly in roads and related infrastructure within the Township. These assets are not reported in the Township's financial statements because of Michigan law, which makes these roads the property of the Oakland County Road Commission (along with the responsibility to maintain them),

During the Year, the Township completed construction of the Pontiac Lake sewers. This sewer line was added to the sewer system totaling \$4,384,332.

In 2005, the Township's Water Fund began construction of a new water main extension. The estimated costs of this project are expected to be approximately \$900,000. Construction costs incurred on this project through 2006 were \$824,430.

During the year, the Township began construction of a new sewer line extension along Teggerdine. Construction costs incurred on this project in 2006 were \$38,334. The estimated costs of this project are expected to be approximately \$140,000.

During the year, the Township began a paving and fencing project at a park and various water department facilities. Construction costs incurred on this project in 2006 were \$150,857. The estimated costs of this project are expected to be approximately \$193,000.

Other major expenditures for capital assets during the year included the following:

- Purchase of technological equipment and software totaling \$94.631;
- Election equipment totaling \$126,316;
- 3. Vehicles totaling \$124,119;
- Fire truck totaling \$439,339;
- Property acquisition totaling \$602,820.

# Long-Term Debt

The Township's total governmental indebtedness as of December 31, 2006 is \$10,826,084, which is below the debt limitation of \$146,222,867. Of this amount, \$10,195,000 are general obligation bonds.

The Township does not currently have a rating from Standard & Poor's. Additional information on Township long-term debt can be found in Note F.

# Economic Factors and Next Year's Budgets and Rates

The Township has considered what to anticipate in the coming year when creating its 2007 budget. Many of the normal operating revenues and expenditures are consistent with prior years.

# Revenues:

The Building Department revenues were down significantly in 2006, but the Township expects a rebound due to new developments.

Property tax rates for 2007 were reduced by approximately 0.12% to reflect "Headlee" limitations.

#### Expenditures:

Building Department was Increased to reflect additional personnel and related costs.

General Fund operating transfers to the Fire Fund were reduced in anticipation of lower funding requirements.

The 2007 General Fund budget expects a deficit of approximately \$374,000. Accordingly, the Township is planning on using some of the prior years accumulated reserves. The projected General Fund's fund balance at December 31, 2007 is \$1,848,000 which represents approximately 33% of the General Fund expenditures for the year. The Township has available approximately \$2,628,000 in the improvement Revolving Fund to offset this deficit, as determined needed.

# JANZ & KNIGHT, P.L.C. - CERTIFIED PUBLIC ACCOUNTANTS ==

# TOWNSHIP OF WHITE LAKE, MICHIGAN

December 31, 2006

# Request for Information

This financial report is intended to provide citizens, taxpayers, customers, and investors with a general overview of the Township's finances and to show the Township's accountability for the money it receives. If you have any questions or concerns about this report or need additional information, contact the Clerk's Office, at the Township of White Lake, 7525 Highland Road, White Lake, Michigan 48383.

# STATEMENT OF NET ASSETS

# DECEMBER 31, 2006

	Governmental Activities	Business-type Activity	Tota!
ASSETS			
Cash and cash equivalents	\$ 14,391,808	\$ 191,851	\$ 14,583,659
Taxes , ,	3,249,347	75,274	3,324,621
Customers		182,279	182,279
Interest	65,527	14,028	79,555
Special assessments	3,087,508	471,818	3,559,326
Agency funds	4,657,466		4,657,466
Other	93,415		93,415
Due from other governments	256,044		256,044
Deposits		5,581	
Internal balancea	(38,922)	38,922	
Restricted assets - cash and cash equivalents		3,596,856	3,596,856
Capital assets, net	19,971,660	4,388,458	24,360,118
Total assets	\$ 45,733,853	5 8,965,067	\$ 54,698,920
Liabilities: Accounts payable and other liabilities	\$ 424,035 154,667 67,000	\$ 74,797 4,480 6,200	\$ 498,772 159,147 73,200
Deferred revenue	8,237,713	0,200	8,237,713
Compensated absences	97,700		97,700
Noncurrent liabilities:			
Due within one year	776,817	50,000	826,817
Due in more than one year , , , . , , , , , , , , , , , , , ,	10,049,267	355,000	10,404,267
Total Habilities	\$ 19,807,199	\$ 490,417	\$ 20,297,616
Net assets:			
Invested in capital assets, net of related debt	9,145,576	3,983,458	13,129,034
Debt service	6,381,338		6,381,338
Capital projects	16,723		16,723
Fire equipment	4,731,445		4,731,445
Building permit	164,761		
Other , , , , , , , , , , , , ,	3,461,922	3,596,656	7,058,778
			0.040.000
Unrestricted, ,	2,024,889	894,336	2,919,225
	2,024,889 \$ 25,926,654	\$ 8,474,650	\$ 34,401,304

# STATEMENT OF ACTIVITIES

# For the Year Ended December 31, 2006

		Program Revenues				
				perating		Capital
Functions/Programs	Evenene	Charges for Services		ants and		ants and tributions
Primary government	Expenses	aervices	Contributions		CON	tributions
Governmental activities:						
General government	\$ 2,301,181	\$ 203,590	\$	93.351	\$	126,316
Public safety		597.661	*	40,141	•	120,010
Public works		1 942 291		273,499		
Health and welfare		2,169		63,580		
Community and economic development	•	20,222		,		
Recreation and culture		20,003		12,217		
Interest on long term debt		,		1-11-1		
Theoret on Young born dobt 1 1 1 1 1 1 1 1 1		-				
Total governmental activities	\$ 12,199,702	\$ 2,785,936	\$	482,788	\$	126,316
Business-type activity:						
Water. , , ,	. \$ 825,826	\$ 743,106	\$		\$	222,521
Tatal Brimery government	\$ 13 025 528	\$ 2 529 042	•	482 788	\$	348,637
Total primary government	<u> </u>	0 0,329,042		402,700	<u> </u>	040,007
	General revenue:	R:				
		s. 8				
		revenues				
		investment incom				
		B				
			•			
		sale of fixed as:				
		••••				
	Totai	general revenue	s and	special it	ems.	
	Change	es in net assets				
	Net assets - Ja	nuary 1, 2006				
	Net assets - De	cember 31, 2006.				<i></i>

Net (Expense) Revenue and Changes In Net Assets

	Cuandas in kar vasara								
	Governmental Activities		Business-type Activity		Total				
(5	,877,924) ,756,247) (140,038) (23,274) (509,915) (207,371) (289,893)	\$		\$	(1,877,924) (5,756,247) (140,038) (23,274) (509,915) (207,371) (289,893)				
\$ (8	,804,662)	\$		\$	(8,804,662)				
\$		\$	139,801	\$	139,801				
\$ (8	.804,662)	\$	139,801	\$	(8,664,861)				
	,900,702 ,072,142 981,018 292,261 221,599 (21,857)		212,335 5,020		5,900,702 2,072,142 1,193,353 292,261 226,619 (21,857)				
\$ 9	,445,865	s	217,355	\$	9,663,220				
\$	641,203	\$	357,156	\$	998,359				
25	, 285 , 451		0,117,494		33,402,945				
\$ 25	,926,654	\$	8,474,650	-\$	34,401,304				

= Janz & Knight, P.L.c. • Certified Public Accountants ==

# BALANCE SHEET GOVERNMENTAL FUNDS

# DECEMBER 31, 2006

	Genera (	Fire Fund	Police Fund	Improvement Revolving Fund
ASSETS				
Cash and cash equivalents , , , , Receivables;	\$ 1,613,292	\$ 4,791,097	\$ 122,637	\$ 2,811,857
Taxes	589,008	951,951	1,535,765	3,327
Special assessments	93,415 1,378,293	1,008,661	1,636,150	
Due from other governments	162,092		11,288	
Total assets	\$ 3,836,100	\$ 6,751,709	\$ 3,305,840	\$ 2,815,184
LIABILITIES AND FUND BALANCES				
Liabilities:				
Accounts payable and other liabilities,	\$ 222,774 33,970	\$ 38,678 20,975	\$ 40,840 99,722	\$
Deferred revenue	1,213,334	1,960,61 <b>1</b>	3,163,028	
Due to other funds	57,864 86,050		2,250	186,983
Total liabilities , ,	\$ 1,613,992	\$ 2,020,264	\$ 3,305,840	S 186,989
Fund balances: Reserved for:				
Debt service				
Building permit	164,761			
Other	32,458	4,731,445		
General Fund	2,024,889			
Special Revenue Funds	· · · · · · · · · · · · · · · · · · ·			2,628,201
Total fund balances ,	\$ 2,222,108	\$ 4,731,445	\$	\$ 2,628,201
Total Habilities and fund balances	\$ 3,836,100	\$ 6,751,709	\$ 3,305,840	\$ 2,815,184

Special Assessment Fund	Sewer Debt Fund	Pontiac Lake Sewer Debt Fund	Non-Major Governmental Funds	Total Governmental Funds
\$ 800,440	<b>\$ 2,4</b> 15,377	\$ 1,447,256	\$ 389,852	\$ 14,391,808
	1,087	62,200	171,596	3,249,347 65,527
703,200		2,232,985	151,323	3,087,508 93,415
866,747	52,997 29,088	368,186 7,848	229,282 45,728	5,560,316 256,044
\$ 2,390,387	\$ 2,498,549	\$ 4,118,475	\$ 987,721	\$ 26,703,965
\$ 113,943	\$ 7,800	\$	\$	\$ 424,035
1,570,771 143,671	153,971	2,179,287 6,915	499,264 304,068	154,667 10,586,295 855,722 86,050
\$ 1,828,385	\$ 161,771	\$ 2,186,202	\$ 803,332	\$ 12,106,769
	2,836,778	1,932,273		4,269,051 164,761 4,763,903
562,002			167,666 16,723	2,024,889 3,357,869 16,723
\$ 562,002	\$ 2,336,778	\$ 1,932,273	\$ 184,389	\$ 14,597,196
\$ 2,390,387	\$ 2,498,549	\$ 4,118,475	\$ 987,721	\$ 26,703,965

# = Janz & Knight, P.L.C. - CERTIFIED PUBLIC Accountants ==

# TOWNSHIP OF WHITE LAKE, MICHIGAN

# RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCE TO NET ASSETS OF GOVERNMENTAL ACTIVITIES

DECEMBER 31, 2006

Total governmental fund balances	\$	14,597,196
Amounts reported for governmental activities in the statement of not assets are different because:		
Capital assets used in governmental activities are not financial resources, and are not reported in the governmental funds:		
Governmental capital assets		19,971,660
Special assessments are expected to be collected over several years, and are not available to pay for current year expenditures		2,348,582
Long-term liabilities, including compensated absences, are not due and payable in the current period and are not reported in the funds including related accrued interest	•	(10,990,784)
Net assets of governmental activities	\$	25,926,654

# STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES GOVERNMENTAL FUNDS

For the Year Ended December 31, 2006

	Genera!	Fire Fund	Police Fund	Improvement Revolving Fund
Revenues:				
Taxes	\$ 1,134,743 656,492	\$ 1,823,710	\$ 2,942,249	\$
Federal sources		21,134	40.007	
State sources	2,276,190		16,007	
Charges for services	162,399		39,408 140,289	
Fines and forfeltures , , ,	430.579	25,980	42,129	145,030
Interest and rents	272,978	12,185	59,667	140,000
Total revenues	\$ 4,933,381	\$ 1,883,009	\$ 3,239,749	\$ 145,030
Expenditures:				
Current:				
General government	2,079,875	4 070 000	3,508,075	
Public safety	563,410	1,878,806	3,508,075	
Public works	164,062			
Health and welfare	79,590			
Community and economic development	519,744 196,280			
Recreation and culture	12.895			
Capital outlay	880.179	469,543	114,460	38,334
Debt service:	000,170	100,010	117,144	,
Principal payments	6,265			
Interest and fiscal charges	2,924			
Total expenditures	\$ 4,505,224	\$ 2,348,349	\$ 3,622,535	\$ 38,334
Excess of revenues over (under) expenditures	\$ 428,157	\$ (465,340)	\$ (382,786)	\$ 106,696
Other financing sources (uses):				
Operating transfers in	833,655	693,904	883,008	
Operating transfers out,	(1,144,912)		(222)	(833,655)
Total other financing sources (uses)	\$ (311,257)	\$ 693,904	\$ 382,786	\$ (833,655)
Excess of revenues and other sources over (under) expenditures and other uses	\$ 116,900	\$ 228,564	\$	\$ (726,959)
Fund balance - January 1, 2006	2,105,208	4,502,881		3,355,160
Fund balance - December 31, 2006	\$ 2,222,108	\$ 4,731,445	\$	\$ 2,628,201

Special Assessment Fund	Sewer Debt Fund	Pontiac Lake Sewer Debt Fund	Non-Major Governmental Funds	Total Governmental Funds
\$	\$	\$	\$ 98,741	\$ 5,900,702 656,492 119,675 2,292,197
	235,427	31,071	241,430 2,876	709,735 143,165
70,487 1,559,896	112,702 6,916	151,097 325,965	26,553 24,869	1,004,557 2,262,576
\$ 1,630,483	\$ 355,045	\$ 508,133	\$ 394,469	\$ 13,089,299
1,675,686			86,524 10,370 246,973	2,166,399 5,960,661 2,086,721 79,590 519,744 208,497
			10,360	12,895 1,512,876
	475,000 171,650	285,000 116,294	150,000 3,825	916,265 294,893
\$ 1,675,686	\$ 646,850	\$ 401,294	\$ 520,269	\$ 13,758,541
\$ (45,203)	\$ (291,805)	\$ 106,839	\$ (125,800)	\$ (669,242)
			68,222	1,978,789 (1,978,789)
<u> </u>	_\$	\$	\$ 68,222	
\$ (45,203)	\$ (291,805)	\$ 106,839	\$ (57,578)	\$ (669,242)
607,205	2,628,583	1,825,434	241,967	15,266,438
\$ 562,002	\$ 2,336,778	\$ 1,932,273	\$ 184,389	\$ 14,597,196

# RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

For the Year Ended December 31, 2006

Net change in fund balances - total governmental fund	\$ (669,242)
Amounts reported for governmental activities in the statement of activities are different because:	
Governmental funds report capital outlays as expenditures; in the statement of activities, these costs are allocated over their estimated useful lives as depreciation:	
Expenditures for capital assets	643,674
Special assessment revenues are recorded in the statement of activities when the assessment is set; they are not reported in the funds until collected or collectible within 60 days	
of year end	(210,529)
Accrued interest is recorded in the statement of activities	5,000
Repayment of bond principal is an expenditure in the governmental funds, but not in the statement of activities (where It reduces long-term debt)	916,265
increase in accumulated employee sick pay are recorded when earned in the statement of activities	(6,100)
Governmental funds report proceeds from sale; in the statement of activities, only the respective galm or loss is recognized	(37,865)
Change in net assets of governmental activities	\$ 641,203

# STATEMENT OF NET ASSETS PROPRIETARY FUND TYPE - ENTERPRISE FUND

# December 31, 2006

_	Business-type Activity
	Water Fund
A\$\$ET\$	
Current assets:	
Cash and cash equivalents	\$ 191,65
Texés , , . , , , , , , , ,	75,27
Customers	102,27
Special assessments , , , , , , ,	65,80
Interest	14,02
Due from other funds	25,88
Deposits , , , , , , . , ,	5,58
Total current assets	\$ 560,69
oncurrent assets:	
Restricted assets - cash and cash equivalents	3,596,85
Advances to other funds	86,05
Receivable - special assessment	406,01
Capital assets, net	4,386,45
Total noncurrent assets	\$ 6,477,38
Total assets	\$ 9,038,07
LIABILITIES AND NET ASSETS	
urrent liabilities:	
urrent liabilities: Accounts payable and other llabilitles	
urrent liabilities: Accounts payable and other llabilitles	4,48
urrent lisbilities: Accounts payable and other llabilitles	4,48 6,20
urrent liabilities: Accounts payable and other llabilitles	4,48 6,20 73,01
urrent liabilities: Accounts payable and other llabilities	4,48 6,20 73,01 50,00
urrent lisbilities: Accounts payable and other llabilities	4,48 6,20 73,01 50,00
urrent liabilities:  Accounts payable and other liabilities.  Accrued wages	4,48 6,20 73,01 50,00 \$ 208,42
Accounts payable and other liabilities	4,48 6,20 73,01 50,00 \$ 208,42
Accounts payable and other liabilities.  Accrued wages	4,48 6,20 73,01 50,00 \$ 208,42
Accounts payable and other llabilities.  Accrued wages.  Accrued interest.  Due to other funds.  Current portion of long term debt  Total current llabilities.  Bond payable.  Total liabilities.  at assets:  Invested in capital assets, net of related debt.	4,48 6,20 73,01 50,00 \$ 208,42 355,00 \$ 563,42
Accounts payable and other llabilities.  Accounts payable and other llabilities.  Accrued wages.  Accrued interest.  Due to other funds.  Current portion of long term debt  Total current llabilities.  Bond payable.  Total liabilities.  at assets: Invested in capital assets, net of related debt  Restricted for:	4,48 6,20 73,01 50,00 \$ 208,42 355,00 \$ 563,42
urrent liabilities: Accounts payable and other llabilities. Accrued wages	4,48 6,20 73,01 50,00 \$ 208,42 355,00 \$ 563,42 3,983,45 3,596,85
urrent liabilities: Accounts payable and other llabilities. Accrued wages Accrued interest. Due to other funds. Current portion of long term debt Total current llabilities  Bond payable.  Total liabilities  et assets: Invested in capital assets, net of related debt Restricted for: Other purposes. Unrestricted.	4,48 6,20 73,01 50,00 \$ 208,42

# STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS PROPRIETARY FUND TYPE - ENTERPRISE FUND

# For the Year Ended December 31, 2006

																				Business-type Activity Water	
																					Fund
Operating revenue:																					
Water sales																		-	-	\$	719,981
Meters																	•	•	٠		11,465
Penalties																	•	•	•		7,660
Miscellaneous	٠	•		•	•	•	•	•	•	•	•	٠	•	•	•	•	•	•	٠.		4,000
Total operating revenue																				\$	743,106
Operating expenses:																					
Salaries								,							-						235,844
Social security		_		-																	18,002
Employee insurance		-				-															77,301
Pension																					16,612
Office supplies and expenses															,				-		10,446
Operating supplies								,	,	,								-	-		33,930
Chemicals								,	,			-		-				-			28,623
Water testing																					9,183
Professional fees					-																10,287
Communications															,						2,263
Transportation expense and repairs																_					7,934
General Insurance		,				,		,						,							65,225
Utlilities						,		,	,												50,347
Repairs and maintenance																					81,283
Dues and subscriptions											_										3,453
Training ,																					3,862
Miscellaneous																					3,918
Depreciation and amortization	-							-	-												142,335
Total operating expenses .																				\$	800,848
Operating income (loss)													-	-		-		-	-	\$	(57,742)
Nonoperating revenues (expenses):																					
Privilege fees	_	_		_	_	_		_	_	_	_										44,951
Capital surcharges																					147,720
Special assessments																					29,850
Interest income																					212,335
Miscellaneous Income																					5,020
Interest expense																					(24,978)
Total nonoperating revenues	÷ (	eχ	pen	ise	<b>s</b> )															\$	414,898
Change in net assets												,								\$	357,156
Net assets - January 1, 2006																		,	٠.		8,117,494
Net assets - December 31, 2006													,							\$	8,474,650

# STATEMENT OF CASH FLOWS PROPRIETARY FUND TYPE - ENTERPRISE FUND

# For the Year Ended December 31, 2006

<del>-</del>	Business-type Activity Water Fund
Cash flows from operating activities:	
Receipts from customers	\$ 730,411
Payments to suppliers	(608, 163)
Payments to employees , , ,	(235,584)
Net cash provided (used) by operating activities	\$ (113,336)
Cash flows from capital and related financing activities:	
Purchase of capital assets	(299,103)
Principal paid on capital debt. , , , , , , ,	(50,000)
Interest paid on capital debt	(24,978)
Privilege fees.	• • •
Capital surcharges	44,951
Seed in Languages	147,720
Special assessments	57,560
Miscellaneous income	5,020
Net cash provided (used) by capital and related financing activities ,	\$ (118,822)
Cash flows from investing activities: Interest Income , ,	220,907
Not Increase (decrease) in cash and cash equivalents	\$ (11,251)
Cash and cash equivalents - January 1, 2006	3,799,958
Cash and cash equivalents - December 31, 2006	\$ 3,788,707
Reconciliation of operating income to net cash provided (used) by operating activities:	
Operating income (loss)	\$ (57,742)
Adjustments to reconcile net income to net cash provided by operating activities:	
Depreciation and amortization	142,335
Changes in assets and Habilities:	
(Increase) decrease in receivables	(12,695)
(Increase) decrease in due from other funds	(19,513)
(Increase) decrease in deposits	(5,581)
Increase (decrease) in accounts payable and other liabilities	(219,710)
Increase (decrease) in accrued wages	260
Increase (decrease) in due to other funds	59,310
Net cash provided (used) by operating activities	\$ (113,336)

# STATEMENT OF ASSETS AND LIABILITIES AGENCY FUNDS

# **DECEMBER 31, 2006**

	Agency Funds
ASSETS	
Cash and cash equivalents	\$ 6,185,498
Total assets , , ,	\$ 6,185,498
LIABILITIES	
Accounts payable and other    Ilab     Ities	\$ 962,115
Due to other funds	4,657,466
Due to other governmenta	556,418
Due to others	9,499
Total liabilities	\$ 6,185,498

#### NOTES TO FINANCIAL STATEMENTS

December 31, 2006

# NOTE A - Summary of Significant Accounting Policies

The accounting policies of the Township of White Lake conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of the significant accounting policies used by the Township of White Lake.

#### Reporting Entity

The Township of White Lake is governed by an elected seven-member Board. The accompanying financial statements present the government and its component units, entitles for which the government is considered to be financially accountable.

# Blended Component Units

A blended component unit is a legally separate entity from the Township of White Lake, but is so intertwined with the unit that it is, in substance, the same as the Township of White Lake. It is reported as part of the Township of White Lake and blended into the appropriate fund types and account groups.

Building Authority - The Township of White Lake Building Authority is governed by a board appointed by the Township of White Lake's township board. Although it is legally separate from the Township of White Lake, the Building Authority is reported as if it were part of the primary government because its sole purpose is to finance and construct the Township of White Lake's public buildings.

# Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net assets and the statement of changes in net assets) report information on all of the nonfiduciary activities of the primary government. For the most part, the effect of Interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include: (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenue.

Separate financial statements are provided for governmental funds, proprietary funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements.

# Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting, as are the proprietary fund and fiduciary fund financial statements. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provided have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Revenues are recognized in the accounting period in which they become susceptible to accrual—that is, when they become both measurable and available to finance expenditures of the period. Property taxes, state—shared revenue, interest, reimbursement grants, and charges for services are considered to be susceptible to accrual and so have been recognized as revenue of the current period. All other revenue items are considered to be available only when cash is received by the government.

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

#### NOTE A - Summary of Significant Accounting Policies (continued)

All proprietary funds are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred.

Private-sector standards of accounting issued prior to December 1, 1989, are generally followed in both the government-wide and proprietary fund financial statements to the extent that those standards do not conflict with the standards of the Governmental Accounting Standards Board. The government has elected not to follow private-sector standards issued after November 30, 1989 for its business-type activities.

As a general rule, the effect of interfund activity has been ellminated from the government-wide financial statements. Exceptions to this general rule are charges between the government's water function and various other functions of the government. Eliminations of these charges would distort the direct costs and program revenues reported for the various functions concerned.

Amounts reported as program revenue include: (1) charges to customers or applicants for goods, services or privileges provided; (2) operating grants and contributions; and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as general revenue rather than as program revenue, Likewise, general revenue includes all taxes.

#### Governmental Funds:

The Township reports the following major governmental funds:

# General Fund

The General Fund is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be account for in another fund.

# Fire Fund

The Fire Fund is a special revenue fund used to account for fire protection within the Township.

# Police Fund

The Police Fund is a special revenue fund used to account for police protection within the Township.

# Improvement Revolving Fund

The Improvement Revolving Fund is a special revenue fund used to account for money advanced from the General Fund in accordance with statutory provisions.

# Special Assessment Fund

The Special Assessment Fund is a special revenue fund used to account for the collection and disposel of Township solld waste and various special assessments collected on behalf of others.

# Sewer Debt Fund

The Sewer Debt Fund is a debt service fund used to account for accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs associated with the construction of Township sewers.

#### Pontlac Lake Sewer Debt Fund

The Pontiac Lake Sewer Debt Fund is a debt service fund used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs associated with the construction of sewers for those residents of the Pontiac Lake assessment.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE A - Summary of Significant Accounting Policies (continued)

Additionally, the Township reports the following fund types:

# Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts or major capital projects) that are legally restricted to expenditures for specified purposes.

# Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs.

# Capital Projects Funds

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by Proprietary Funds and Trust funds).

#### Propriety Fund

The Township reports the following major proprietary fund:

#### <u>Water</u> Fund

The Water Fund accounts for the operation, maintenance and distribution of the water system.

Proprietary funds distinguish operating revenue and expenses from nonoperating Items. Operating revenue and expenses generally result from providing services in connection with a proprietary fund's principal ongoing operations. The principal operating revenue of the Water Fund relates to charges to customers for sales and services. The water fund also recognized the portion of tap fees intended to recover current costs (e.g., labor and materials to hook up new customers) as operating revenue. The portion intended to recover the cost of the infrastructure is recognized as nonoperating revenue. Operating expenses for proprietary funds include the costs of sales and services, administrative expenses, and depreciation on capital assets. All revenue and expenses not meeting this definition are reported as nonoperating revenue and expenses.

# <u>Fiduciary Funds</u>

# Agency Funds

Agency Funds are used to account for assets held by the Township as an agent for Individuals, private organizations, other governments and/or other funds. The funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

# Property Taxes

The Township of White Lake property tax is levied on each December 1st on the taxable valuation of property (as defined by State statutes) located in the Township of White Lake as of the preceding December 31st.

The Township is a Charter Township with a calendar year (December 31) fiscal period. Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These property taxes are billed on December 1 of the following year. Property taxes are billed on December 1 and are recognized as revenues for the subsequent year beginning January 1. These taxes are due on February 14 with the final collection date of February 28. Delinquent real property taxes are purchased by Oakland County from the Township, and accordingly are recognized as revenue in the current year. Delinquent personal property taxes are not recorded as taxes receivable, revenues are recognized when received.

The 2006 taxable valuation of the Township of White Lake total \$1,183,926,660, on which ad valorem taxes levied consisted of 0.9948 mills for the Township of White Lake operation purposes, 1.6144 mills for fire, 2.6392 mills for police, raising \$1,177,770 for operating, \$1,950,896 for fire, and \$3,147,339 for police. These amounts are recognized in the respective General and Special Revenue Fund financial statements as taxes receivable.

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

#### NOTE A - <u>Summary of Significant Accounting Policies</u> (continued)

# Assets, Liabilities, and Net Assets or Equity

#### Cash and Investments

Deposits are carried at cost and consist of cash on hand, checking accounts, and investments in short-term investments, generally pooled investment funds. The carrying value of deposits, which includes certificates of deposit with an original maturity of three months or less, is separately displayed on the balance sheet as "cash and cash equivalents".

For purposes of the Statement of Cash Flows, the Township considered cash deposits and certificates of deposits with a maturity of three months or less when purchased to be cash equivalents.

# Interfund Receivables and Payables

In general, outstanding balances between funds are reported as "due to/from other funds" on the balance sheet. Any residual balances outstanding between the governmental activities and the buslness-type activities are reported in the government-wide financial statements as "Internal balances".

#### Receivables

All trade and property tax receivables are considered fully collectible by the Township. No provision has been made in the financial statements for noncollection. Property taxes are levied on each December 1st on the taxable valuation of property as of the preceding December 3ist. Taxes are considered delinquent on March 1st of the following year, at which time penalties and interest are assessed.

#### Prepaid Items

Certain payments to vendors reflect costs applicable to future years and are recorded as prepaid items in both government-wide and fund financial statements.

#### <u>Hestricted Assets</u>

Certain revenues of the enterprise funds require amounts to be set aside for debt service principal and interest, operations and maintenance, and improvements and replacement of the water system. According to grant provisions of the Police Fund the amount received is to be set aside for police equipment. These amounts have been classified as restricted assets.

#### Capital Assets

Capital assets, which include land, land improvements, buildings, building Improvements, vehicles, machinery, equipment and infrastructure are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than \$5,000. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Infrastructure assets are long-lived capital assets that normally can be preserved for a significantly greater number of year than most capital assets.

Capital assets that are being depreciated are reported net of accumulated depreciation in the statement of net assets. Capital assets that are not being depreciated, such as land, are reported separately.

Capital assets are depreciated over their estimated useful lives. Depreciation expense is reported in the statement of activities by allocating the net cost over the estimated useful life of the assets. Assets are depreciated on an individual basis for equipment and buildings.

Depreciation of all exhaustible fixed assets used by propriety fund types is charged as an expense against their operations. Accumulated depreciation is reported on proprietary fund type balance sheets. Depreciation has been provided over the estimated useful lives.

Property, plant and equipment is depreciated using the straight-line method over the following useful lives:

	<u>Yearş</u>
Water System	50
Buildings and Improvements	5-50
Vehicles	5-12
Furniture and Equipment	5-20
(Police, Fire, Office)	
Sewer System	50

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE A - Summary of Significant Accounting Policies (continued)

# Compensated Absences (Sick Leave)

Sick pay earned is recognized in the governmental financial statements when they are paid. The long-term portion of compensated absences related to governmental funds is a Hability recorded in the Statement of Net Assets.

#### Long-Term Obligations

Long-term debt is recognized as a liability of a governmental fund when due, or when resources have been accumulated in the Debt Service Fund for payment early in the following year. For other long-term obligations, only that portion expected to be financed from expendable available financial resources is reported as a fund liability of a governmental fund. The remaining portion of such obligations is reported in the Statement of Net Assets. Long-term liabilities expected to be financed from proprietary fund operations are accounted for in those funds. For proprietary fund types, bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported not of the applicable bond premium or discount and not of any deferred charges on bond refundings. Issuance costs are reported as deferred charges.

# Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance present tentative management plans that are subject to change.

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the period. Actual results could differ from those estimates.

#### NOTE B - Expenditures Over Budget

#### Budgetary Information

Annual budgets are adopted on a basis consistent with generally accepted accounting principles for the General and Special Revenue Funds. All annual appropriations (apse at year end. The Township's appropriation resolution is generally passed during the November preceding the year in which the planned expenditures relate. Subsequent amendments are made to avoid unfavorable variances from the original budget. Related resolutions are made to state the purpose and amount of the changes. The Township Supervisor has the responsibility to enforce the budget. Unused appropriations do not carry forward to the next year.

The budget document presents information by fund, function, department and line items. The legal level (the level at which expenditures may not legally exceed appropriations) of budgetary control adopted by the board is at the department (activity) level.

The Township board must approve budget amendments at the activity level and supplemental appropriations, which affect total fund expenditures. The Supervisor can transfer appropriations between line items within a department or activity without governing body approval.

Supplemental appropriations were necessary during the year, which increased total expenditures.

Amounts encumbered for purchase orders, contracts, etc., are not tracked during the year. Budget appropriations are considered to be spent once the goods are delivered or the services rendered.

P.A. 2 of 1968 as amended, provides that a local unit shall not incur expenditures in excess of the amount appropriated in budget resolutions of the governing body.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE B - Expenditures Over Budget (continued)

# Excess of Expenditures Over Appropriations in Budgeted Funds

During the year, the Township of White Lake Incurred expenditures in certain budgeted funds which were significantly in excess of the amounts appropriated, as follows:

<u>Fund</u>	Budget Activity Appropriation		Actual <u>Expenditure</u>	Budget <u>Variance</u>	
General	Capital outlay - elections	\$ 3,650	\$ 126,452	\$122,802*	
General	Debt service		9,189	9,189	
Genera i	Operating transfer out	1,053,681	1,144,912	91.231	
Fire	Salaries	1,075,071	1,082,909	7,838	
Fire	Pension	114,000	121,493	7,493	
Fire	Professional fees	18,800	30,486	11,686	
Fire	Vehicle maintenance expense	36,400	79,426	49,026	
Fire	General insurance	61,500	83,404	21,904	
Police	Salaries	2,191,997	2,249,808	57.811**	
Police	Social Security	152,800	169,210	16,410	
Police	Professional fees	94,500	108,479	13,979	
(mprovement Revolving	Capital outlay		38,334	38,334	
Special Assessment	Garbage	1,350,000	1,365,425	15.425	
Special Assessment	Other	302,946	310,261	7.315	
Drug Forfeiture	Public safety	400	10.370	9,970	
CDBG	Minor home repair	41,202	77,110	35,908	
General Sewer	Public works	63,500	179,155	115,655	

<sup>\*</sup> There is an election equipment grant revenue to offset this expenditure.

# NOTE C - Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to make deposits and invest in the accounts of federally insured banks, credit unions, and savings and loan associations which have an office in Michigan. The Township is allowed to Invest in bonds, securities and other direct obligations of the United States or any agency or Instrumentality of the United States; United States government or federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated within the two highest classifications which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan.

The Township Board has designated various banks for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all of the State statutory authorities as listed above. The Township's deposits and investment policies are in accordance with statutory authority.

The Township's cash and investments are subject to several types of risk, which are examined in more detail below:

# Custodial Credit Risk of Bank Deposits

Custodial credit risk is the risk that in the event of a bank failure, the Township's deposits may not be returned to it. The Township does not have a deposit policy for custodial credit risk. At year end, the Township had \$24,183,132 of bank deposits (certificates of deposit, checking, and savings accounts) that were uninsured and uncollateralized. The Township believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all deposits. As a result, the Township evaluates each financial institution with which it deposits funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

<sup>\*\*</sup> This variance was the result of retroactive pay settled in union negotlations finalized in 2007.

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE C - Deposits and Investments (continued)

# Custodial Credit Risk of Investments

Custodial credit risk is the risk that, in the event of the failure of the counterparty, the Township will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. The Township does not have a policy for custodial credit risk. At year end, the Township had no investment securities that were uninsured and unregistered, with securities held by the counterparty or by its trust department or agent but not in the Township's name.

#### Interest Rate Risk

Interest rate risk is the risk that the value of investments will decrease as a result of a rise in interest rates. The Township's investment policy does not restrict investment maturities, other than commercial paper which can only be purchased with a 270-day maturity. At year end, the Township had no investments with interest rate risk.

#### Credit Risk

State law limits investments in commercial paper to the top two ratings issued by nationally recognized statistical rating organizations. The Township has no investment policy that would further limit its investment choices. As of year end, the credit quality ratings of dept securities (other than the U.S. government) are as follows:

Investment	<u>Fair Value</u>	<u>Ratino</u>	<u> Bating Organization</u>
Bank investment pools	\$16,507,343		Not rated
Interlocal agreement fund - MBIA	721,904		Not rated

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

# December 31, 2006

# NOTE D - Capital Assets

Capital asset activity of the primary government for the current year was as follows:

	Beginning Balance	Increases	Decreases	Ending <u>Balance</u>
Governmental Activities: Capital Assets Not Being Depreciated:				
Land and Land Improvements Construction in Progress	\$ 1,267,944 <u>4,373,971</u>	\$ 602,820 <u>47,134</u>	\$ _4,373,971	\$ 1,870,764 47,134
Subtotal	<u>\$ 5,641,915</u>	<u>\$ 649,954</u>	<u>\$4,373,971</u>	<u>\$ 1,917,898</u>
Capital Assets Being Depreciated: Buildings and Improvements Vehicles Furniture and Equipment Sewer System	\$ 4,236,917 3,117,684 1,276,851 9,436,399	\$ 5,750 563,458 235,947 4,364,332	\$ 161,094 71,155	\$ 4,242,667 3,520,248 1,441,649 13,820,731
Subtotal	<u>\$18,068,051</u>	<u>\$5,189,487</u>	<u>\$ 232,249</u>	\$23,025,289
Less Accumulated Depreclation for: Buildings and Improvements Vehicles Furniture and Equipment Sewer System	\$ 1,098,189 1,910,094 659,557 676,275	\$ 114,448 312,467 125,774 	\$ 134,558 59,826	\$ 1,212,637 2,088,003 725,505 945,382
Subtotal	<u>\$ 4,344,115</u>	<u>\$ 821,796</u>	<u>\$ 194,384</u>	<u>\$ 4,971,527</u>
Net Capital Assets Being Depreciated	<u>\$13,723,936</u>	<u>\$4,367,691</u>	<u>\$ 37,865</u>	<u>\$18,053,762</u>
Governmental Activities Total Capital AssetsNet of Depreciation	<u>\$19,365.851</u>	\$5 <u>.017.645</u>	\$4,411,836	<u>\$19,971,660</u>
Business-Type Activities: Capital Assets Not Being Depreciated: Land Construction in Progress	Beginning Balance \$ 253,080 744,530	Increases \$ 262,238	<u>Decreases</u>	Ending Balance \$ 253,080 1,026,768
Subtotal	\$ 997,610	\$ 282,238	<u>\$</u>	<u>\$ 1,279,848</u>
Capital Assets Belng Depreciated: Water System Machinery and Equipment	\$ 7,796,327 119,530	\$ <u>16,865</u>	\$ 6,750	\$ 7,789,577 136,395
Subtotal	<u>\$ 7,915,857</u>	<u>\$16,865</u>	<u>\$ 6,750</u>	<u>\$7,925,972</u>
Less Accumulated Depreciation for: Water System Machinery and Equipment	\$ 4,603,052 	\$ 125,916 16,419	\$ 6,750 	\$ 4,722,218 95,144
Subtotal	<u>\$ 4,681,777</u>	<u>\$ 142,335</u>	\$ 6,750	<u>\$ 4,817,362</u>
Net Capital Assets Being Depreciated	<u>\$_3,234,080</u>	<u>\$ (125,470</u> )	\$	<u>\$ 3,108,610</u>
Business-Type Activities Total Capital AssetsNet of Depreciation	<u>\$ 4,231,690</u>	\$ <u>156.768</u>	<u>\$</u>	<u>\$ 4,388.458</u>

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE D - Capital Assets (continued)

Depreciation expense was charged to programs of the primary government as follows:

Governmental Activities:	
General Government	\$102,337
Public Safety	396,586
Public Works	269,107
Economic Development	9,689
Recreation and Culture	34,644
Health and Welfare	9,433

Total Governmental Activities

\$821,796

Business-Type Activities:

Water

\$142,335

# Construction Commitments

The government has active construction projects at year-end. At year-end the government's commitments with these contracts are as follows:

	Spent to Date	Remaining <u>Commitment</u>
Paving Project	<u>\$ 150,857</u>	<u>\$42.000</u>
Water Line Extension	\$ <u>824,430</u>	<u>\$ 76,000</u>
Sewer Project	\$ <u>38,334</u>	\$ 102,000

# NOTE E - Interfund Receivables, Payables and Transfers

Generally, outstanding balances between funds reported as "due to/from and other funds" include outstanding charges by one fund to another for services or goods, subsidy commitments outstanding at year-end, and other miscellaneous receivables/payables between funds. Activity between funds that is representative of lending/borrowing arrangements outstanding at the end of the fiscal year are described as "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans).

Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances."

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE E - Interfund Receivables, Payables and Transfers (continued)

The following are the interfund receivables at December 31, 2006:

Fund Due To	Fund Due From	Amount
General Fund	Enterprise Fund Tax Collection Fund Trust and Agency Fund Special Assessment Fund Community Development Block Grant Pontiac Lake Sewer Debt Pontlac Lake Sewer Construction General Sewer Improvement Revolving Total General Fund	\$ 73,010 658,428 215,506 129,831 24,680 6,915 8,094 74,846 186,983 \$1,378,293
Special Revenue Funds: Fire Fund Police Fund Police Fund Drug Forfeiture Fund Special Assessment Fund Parks and Recreation Public Act 188 General Sewer Fund	Tax Collection Fund Tax Collection Fund Trust and Agency Fund Police Fund Tax Collection Fund Tax Collection Fund Special Assessment Fund General Fund Sewer Debt Fund Total Special Revenue Fund	1,008,661 1,627,263 8,887 2,250 886,747 183,642 13,840 6,950 3,500
Debt Service Funds: Sewer Debt Sewer Debt Pontiac Lake Sewer Debt Pontiac Lake Sewer Debt Pontiac Lake Sewer Debt	Tax Collection Fund General Fund Sewer Debt Tax Collection Fund Pontiac Lake Sewer Construction Total Debt Service Fund	2,083 50,914 131,371 40,367 196,448 \$ 421,183
Enterprise Fund	Tax Collection Fund	25,882
Construction Fund: Pontiac Lake Sewer Construction	Sewer Debt Fund Total Interfund receivable	

These balances resulted from the time lag between the date that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions are recorded in the accounting system, and (3) payments between funds are made.

# Interfund Transfers

T TI MIGICI 5	Transfers (Out)						
Transfers in	Poli	Çė	General Fund		provement <u>evolvlna</u>		Total
General Fund Fire Fund Police Fund	\$		\$ 693,904 383,006	\$	833,655	\$	833,655 693,904 383,008
Drug Forfelture PA 188		222	68,000	_			222 68,000
Total	\$	222	<u>\$1,144,912</u>	\$	_633,655	\$1	<u>, 978, 789</u>

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE E - Interfund Receivables, Payables and Transfers (continued)

# <u>Interfund Transfers (continued)</u>

Transfers of unrestricted revenues collected in the General Fund to finance Police and Fire Funds in accordance with budgetary authorizations.

Transfers of restricted revenues collected in the Drug Forfeiture fund were used to assist the Police Fund in purchasing qualifying expenditures.

Transfers of unrestricted reserves in the Improvement Revolving Fund were used to reimburse the General Fund for approved expenditures.

Transfers of unrestricted reserves in the General Fund were used in PA 188 Fund to finance qualifying expenditures.

#### <u>Advances</u>

Advance to (1)	Advance From <u>Water Fund</u>
General Fund	\$ <u>86,050</u>

(1) This balance is not expected to be repaid within one year. This advance represents the portion assessed to the General Fund for construction of water lines at Township properties.

# NOTE F - Lease Commitments and Long-Term Debt

The following is a summary of general long-term debt of the Township for the year ended December 31, 2006:

	Building Authority Bonds	Special Assessment Bonds	General Obligation Bonds	Capital Lease <u>Obligations</u>	Compensated Absences	Total
Balance at January 1, 2006 Increase in obligation for	\$ 150,000	\$ 705,000	\$10,850,000	\$ 37,349	\$ 91,600	\$11,833,949
compensated absences Principal retirements	<u>(150,000</u> )	(105,000	) <u>(655,000</u>	) <u>(6,265</u>	6,100	6,100 <u>(916,265</u> )
Balance at December 31, 2006	,\$	<u>\$ 600,,000</u>	<u>\$10,195,000</u>	<u>\$ 31.084</u>	<u>\$ 97,700</u>	<u>\$10,923,784</u>

The following is a summary of long-term debt for the enterprise fund:

	Revenue Bonds
Balance at January 1, 2006 Principal retirements	\$455,000 <u>(50,000</u> )
Balance at December 31, 2006	\$405,000

# NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE F - Lease Commitments and ong-Term Debt (continued)

# Special Assessment Bonds:

On September 1, 2003 special assessment bonds in the amount of \$890,000 were sold for the Pontiac Lake Sewer. These bonds will be financed by special assessments to certain property owners. The bonds interest rate varies from 3.05% to 5.0%. Schedule of required interest and principal payments is as follows:

	Annual <u>Interest</u>	Annual <u>Principal</u>
2007 2008 2009 2010 2011 2012	\$ 20,550 17,450 14,150 11,050 7,600 3,900	\$ 100,000 100,000 100,000 100,000 100,000
	\$ 74,700	<u>\$ 600,000</u>

# General Obligations Bonds:

On July 1, 1995 the Township sold \$725,000 Sewage Disposal System Bonds. These bonds are part of the financing for the sewer system project. The bonds bear interest at a rate of 4.8% to 6.0%. Schedule of required principal and interest payments is as follows:

	Annua I	Annua l
	<u>Interest</u>	<u>Principal</u>
2007	\$ 27.291	\$ 35,000
2008	25,255	40,000
2009	23,035	40,000
2010	20,633	45,000
2011	17,900	50,000
2012	14,975	50,000
2013	12,000	50,000
2014	8,850	55,000
2015	5,400	60,000
2016	1,800	60,000
	\$157, 139	\$ 485,000

In 1996, 1997 and 1998 the Township sold \$9,350,000 sewage disposal bonds through the State of Michigan Revolving Fund. These bonds are part of the financing for the sewer system project. The bonds bear interest at a rate of 2.25%. Schedule of required principal and interest payments is as follows:

	Annua I	Annua l
	<u>Interest</u>	<u>Principal</u>
0005		
2007	\$132,300	\$ 450,000
2008	122,119	455,000
2009	111,713	470,000
2010	101,025	480,000
2011	90,112	490,000
2012	78,975	500,000
2013	67,556	515,000
2014	55,856	525,000
2015	43,931	535,000
2016	31,725	550,000
2017	19,236	560,000
2018	6,469	575,000
	•	· · · ·
	<u> \$861,019</u>	<u>\$6,105,000</u>

-30-

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

# NOTE F - Lease Commitments and Long-Term Debt (continued)

On September 26, 2002 the Township sold \$4,130,000 Pontiac Lake Sanitary Sewer System bonds through the Michigan Municipal Bond Authority. As of December 31, 2005 \$4,121,112 of these proceeds have been distributed to the Township. These bonds are financed by special assessments to certain property owners. The bonds bear interest at a rate of 2.50%. The repayment schedule on the outstanding amount distributed is as follows:

	Annual	Annual Principal		
	<u>Interest</u>	<u> </u>	ine ipa i	
2007	\$ 87,813	\$	185,000	
2008	83,125		190,000	
2009	78,313		195,000	
2010	73,375		200,000	
2011	68,312		205,000	
2012	63,125		210,000	
2013	57,812		215,000	
2014	52,375		220,000	
2015	46,813		225,000	
2016	41,062		235,000	
2017	35,125		240,000	
2018	29,063		245,000	
2019	22,875		250,000	
2020	16,563		255,000	
2021	10,062		265,000	
2022	<u>3,375</u>	_	270,000	
	<u>\$769,188</u>	<u>\$3</u>	<u>,605,,000</u>	

#### Capital Lease Obligations:

On December 1, 2005 the Township entered into a lease agreement acquiring three copiers in the General Fund at a cost of \$37,349. The agreement qualifies as a capital lease for accounting purposes and, therefore, has been recorded at the present value of the future minimum lease payments as of the inception date on the Statement of Net Assets. The assets are depreciated over the useful life. Depreciation of these assets is included in depreciation expense on the Statement of Activities. The amount of accumulated depreciation on property held under capital leases at December 31, 2005 was \$622. Schedule of required interest and principal payments is as follows:

	-	Annual <u>Interest</u>		Annual incipal
2007 2008 2009 2010	\$	2,372 1,772 1,119 408	<b>\$</b>	6,817 7,417 8,070 8,780
	\$	5,671	\$_	31.084

# Compensated Absences:

Compensated absences reflected in the general long-term debt of \$97,700 represents the estimated liability to be paid to police department employees under the Township's sick pay policy. Upon meeting all requirements for full retirement, an employee will be entitled to fifty percent (50%) with a 100 day cap (maximum payment of 50 days) of his/her sick day bank. Upon favorable separation, with a minimum of ten (10) years of service, an employee is entitled to thirty percent (30%) payout with a 100 day cap (maximum payment of 30 days).

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

## NOTE F - Lease Commitments and Long-Term Debt (continued)

#### Enterprise Fund;

On February 2, 2000 special assessment bonds in the amount of \$705,000 were sold for the Fisk Road water main. These bonds will be financed by special assessments to certain property owners. The bonds interest rate varies from 5.0% to 6.0%. Schedule of required interest and principal payments is as follows:

	Annual <u>Interest</u>	Annual <u>Principal</u>
2007 2008 2009 2010 2011 2012 2013 2014 2015	\$ 22,428 19,827 17,178 14,747 12,273 9,753 7,187 4,600 2,300	\$ 50,000 50,000 45,000 45,000 45,000 45,000 45,000 40,000
	\$110,293	<u>\$ 405,000</u>

#### Summary of Long-Term Debt Requirements:

The amounts necessary to amortize the debt described above for years subsequent to December 31, 2006 (excluding compensated absences) are as follows:

Year ending	Gener: <u>Long-Te</u>		Enterpris	se Fund		
<u>December 31.</u>	<u>Principal</u>	<u>Interest</u>	<u>Principal</u>	<u>Interest</u>		
2007 2008	\$ 776,817 792,417	. ,	\$ 50,000 50,000	\$ 22,428 19,827		
2009	813,070	228,330	45,000	17,178		
2010 2011	833,780 845,000	206,491 163,924	45,000 45,000	14,747 12,273		
2012-2016 2017-2021	4,105,000 2,390,000	586,155 139,395	170,000	23,640		
2022	270,000	3,375				
	<u>\$10,826,084</u>	<u>\$1,867,717</u>	<u>\$ 405,000</u>	<u>\$110,293</u>		

## NOTE G - Restricted Assets

The balances of the restricted asset accounts are as follows:

Enterprise Fund:

Revenue Restrictions:

Operations and Maintenance Account \$ 410,720
Improvements and Replacement Account 2,809,195
Bond Reserve 376,941

Total Restricted Assets \$3,596,656

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

#### NOTE H - Receivables

At December 31, 2006, Receivables - Other consisted of the following:

	General <u>Fund</u>				
Comcast Taxpayers	\$ 79,194 <u>14,221</u>				
	<u>\$ 93,415</u>				

#### NOTE I - Retirement Plans

#### Defined Contribution Plan:

Effective April 1969, the Township established a defined contribution pension plan for all full-time employees hired before April 1, 1992. A defined contribution plan provides pension benefits in return for services rendered, provides an individual account for each participant and specifies how contributions to the individual accounts are to be determined instead of specifying the amount of benefit the individual is to receive. Participants become one-hundred percent vested after twenty months of service. In a defined contribution plan benefits depend solely on amounts contributed to the plan plus investment earnings. Contributions are calculated on employee base salary at a rate of ten percent which includes employee contributions of two or three percent depending on the terms of negotiated labor contracts. Employees may make additional voluntary contributions to the plan.

The Township's contribution of \$33,697 (10% of covered payroll) to this plan was calculated using the base pay amount of \$336,970, total payroll for 2006 was \$5,237,937.

#### Deferred Compensation Plan:

The Township Board offers all Township employees a deferred compensation plan created in accordance with the Internal Revenue Code, Section 457. The assets of the plans were held in trust, (custodial account or annuity contract) as described in IRC Section 457(g) for the exclusive benefit of the participants (employees) and their beneficiaries. The custodian thereof of the exclusive benefit of the participants holds the custodial account for the beneficiaries of the Section 457 plan, and the assets may not be diverted to any other use. The Administrators are agents of the employer for purposes of providing direction to the custodial account from time to time for the investment of the funds held in the account, transfer of assets to or from the account and all other matters. In accordance with the provisions of GASB Statement 32, plan balance and activities are not reflected in the Township's financial statements.

#### Defined Benefit Plan:

The Township participates in an agent multiple-employer defined benefit pension plan with the Municipal Employees' Retirement System (MERS). The system provides the following provisions: normal retirement, deferred retirement, service retirement allowance; disability retirement allowance, nonduty-connected death and postretirement adjustments to plan members and their beneficiaries. All Township full-time employees are eligible to participate in the system. All employees who retire after age 60 with 10 years of credited service are entitled to a retirement benefit, payable for life, equal to 2.5% of their 3-year final average compensation (FAC), with a maximum benefit of 80% of FAC. The system also provides disability benefits to a member who becomes totally and permanently disabled while employed by the Township and after acquiring 10 or more years of credited service. The service requirement is waived if the disability is from service connected causes. If a member or vested former member with 10 or more years of service dies in a non-duty related death before retirement, a monthly survivor allowance may be payable. The service requirement is waived in a duty related death. The most recent period for which actuarial data was available was for the year ended December 31, 2005.

MERS was organized pursuant to Section 12a of Act #156, Public Acts of 1851 (MSA 5.333(a); MCLA 46.12(a)), as amended, State of Michigan. MERS is regulated under Act No. 427 of the Public Acts of 1984, sections of which have been approved by the State Pension Commission. MERS issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained by writing to the MERS at 447 North Canal Street, Lansing, Michigan 48917.

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

#### NOTE I - Retirement Plans (continued)

The obligation to contribute to and maintain the system for these employees was established by negotiation with the Township's competitive bargaining unit or personnel policy. The Township is required to contribute at an actuarially determined rate; the current rate was 8.57% of annual covered payroll for non-union employees, 6.97% for police employees, 10.63% for fire employees, 15.93% for public safety employees and 5.90% for command employees at December 31, 2005. Employees also contribute to the plan; the current rate is 7.40% for non-union employees, 5.0% for police employees, 5.0% for fire employees, 9.6% for public safety employees and 7.50% for command employees.

During the year ended December 31, 2005, the Township's annual pension cost of \$408,702 for the plan was equal to the required and actual contribution. The annual required contribution was determined by an actuarial valuation of the plan as of December 31, 2003. The employer contribution rate has been determined based on the entry age normal cost funding method. Under the entry age normal cost funding method, the total employer contribution is comprised of the normal cost plus the level annual percentage of payroll payment required to amortize the unfunded actuarial accrued liability over 33 years. The employer normal cost is, for each employee, the level percentage of payroll contribution(from entry age to retirement) required to accumulate sufficient assets at the member's retirement to pay for his projected benefit. Significant actuarial assumptions used include a long-term investment yield rate of 8 percent and annual salary increases of 4.5 percent based on an age-related scale to reflect merit, longevity, and promotional salary increases. The actuarial value of assets was determined using techniques that smooth effects of short-term volatility over a five-year period. The unfunded actuarial liability is being amortized as a level percentage of payroll over 30 years. The amortization period is open.

#### Three Year Trend Information for GASB Statement No. 27:

Fiscal Period Ended		ual Pension ost (APC)	Percentage of APC Contributed	 Pension gation
December 31, 2003	S	300,545	100%	\$ -0-
December 31, 2004		382,883	100%	-0-
December 31, 2005		408,702	100%	-0-

#### Required\_Supplementary Information for GASB Statement No. 27;

			Actuarial					UAAL as of
Actuarial	Ac1	tuarial Value	Accrued Liability	Ur	nfunded AAL	Funded	Covered	Percentage of
Valuation Date		of Assets	(AAL)		(UAAL)	Ratio	Payroll	Covered Payroll
<u>December 31.</u>	_	<u>(a)</u>	(b)	_	(b-a)	<u>(a/b)</u>	(¢)	<u>(b-a)/(c)</u>
					•			
2003	\$	8,309,580	\$ 10,670,330	\$	2,360,750	77.9%	\$4,202,592	56.2%
2004		9,327,907	11,959,604		2,631,697	78.0%	4,407,613	59.7%
2005		10,353,808	13,298,408		2,944,600	77 . 9%	4,721,473	62.4%

## NOTE J - Post Employment Benefits

#### Union Employees:

The Township provides health care benefits to all full-time employees upon retirement with 25 years of service and after attaining the age of 55 years, or 10 years of service and after attaining the age of 60 years, in accordance with labor contracts. The Township includes pre-Medicare retirees and their dependents in its insured health care plan, with contributions required by the participant for dependents. The Township purchases Medicare supplemental insurance for retirees eligible for Medicare.

#### Non-Union Employees:

The Township provides health care benefits for all retiring employees with 25 years of service and after attaining the age of 50 years, or 10 years of service and after attaining the age of 60 years. The Township includes pre-Medicare retirees and their spouse in its Insured health care plan, with contributions required by the participant for their spouse. The Township purchases Medicare supplemental insurance for retirees eligible for Medicare.

Expenditures for post employment health care benefits are recognized as the insurance premiums become due; during the year ended December 31, 2006, this amounted to approximately \$127,677 and covered seventeen retired employees.

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

#### NOTE J - Post Employment Benefits (continued)

#### Fulltime Elected Officials

The Township will carry medical benefits for spouses of fulltime elected officials at retirement, If they meet 25 years of service and 50 years of age or 8 years of service and 60 years of age.

The Governmental Accounting Standards Board has recently released Statement Number 45, Accounting and Reporting by Employers for Postemployment Benefits Other Than Pensions. The new pronouncement provides guidance for local units of government in recognizing the cost of retiree health care, as well as any "other" postemployment benefits (other than pensions). The new rules will cause the government-wide financial statements to recognize the cost of providing retiree health care coverage over the working life of the employee, rather than at the time the health care premiums are paid. The new pronouncement is effective for the year ending December 31, 2008.

#### NOTE K - Commitments

At December 31, 2006, the Township has commitments as follows:

The Township is in the process of purchasing police cars at an estimated cost of \$100,300.

#### NOTE L - Litigation and Contingent Liabilities

The Township is a defendant in various litigations. The Township attorney and management are of the opinion that any potential liability resulting from these cases, either can not be determined, is not material or should be within the insurance coverage of the Township, therefore, is not reflected in the financial statements.

#### NOTE M - Sewer Systems

The Township has operating sewers and is in the process of constructing additional sewer extensions throughout the Township. The Township belongs to the Commerce/White Lake Sewer System. Oakland County operates and maintains this sewer system.

#### NOTE N - Reserved Fund Balances

Fund balances have been reserved for the following purposes:

 General Fund

 Transportation
 \$ 32,458

 Fire Fund

 Equipment acquisition
 \$ 4,731,445

#### NOTES TO FINANCIAL STATEMENTS (CONTINUED)

December 31, 2006

#### NOTE 0 - Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries (workers' compensation), as well as medical benefits provided to employees. The Township has purchased commercial insurance for health, dental and life claims. The Township participates in the Michigan Municipal Risk Management Authority state pool for claims relating to property loss, torts, errors and omissions and participates in the Michigan Municipal League risk pool for claims relating to workers' compensation. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Michigan Municipal League risk pool program operates as a common risk-sharing management program for local units of government in Michigan; member premiums are used to purchase commercial excess insurance coverage and to pay member claims in excess of deductible amounts.

The Michigan Municipal Risk Management Authority State Pool program operates as a common risk-sharing management program for local units of government in Michigan; member premiums are used to purchase excess insurance coverage and to pay member claims in excess of deductible amounts. A portion of the excess insurance coverage is underwritten by the Authority itself.

#### NOTE P - Building Permit Fund

As per Public Act 245 of 1999 the building permit schedule of revenues and expenditures for the year is detailed below:

Accumulated surplus of expenditures over revenues - December 31, 2005

\$ 288,704

#### 2006:

Revenues:	
Building Permits	\$194,092
Electric Permits	49,707
Heating Permits	55,705
Plumbing Permits	38,742
Plot Plan Review	5,700
Building Plan Review	28,580
Fire Safety Reviews	<u>9,573</u>

Total revenues 382,099

Expenditures:

Building Inspections (see page 42 - Statement of Expenditures - General Fund)

506.042

Surplus of revenues over (under) expenditures

\$(123<u>,94</u>3)

Accumulated excess of revenues over expenditures - December 31, 2006

**\$ 164,761** 

## REQUIRED SUPPLEMENTAL INFORMATION

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND

	Original Budget	Amended Budget	Actua I	Ame:	iance wit nded Budge avorable afavorable
evenues:					
Taxes:					
Current tax	\$ 1,101,174	\$ 1,101,174	\$ 1,093,695	\$	(7,479
Delinquent	7,000	7,000	5,084		(1,916
Trailer taxes	13,000	13,000	11,672		(1,328
Interest and penalty	26,500	 26,500	 24,292		(2,208
	\$ 1,147,674	\$ 1,147,674	\$ 1,134,743	\$	(12,931
Licenses and permits:					
General licenses and permits	8,350	8,350	7,364		(986
Bullding permits	400,000	400,000	194,092		(205,908
Electrical permits , , , , , , , , ,	80,000	80,000	49,707		(30,293
Plumbing permits	80,000	80,000	38,742		(41,258
Heating permits	90,000	90,000	55,705		(34,295
Soil erosion & extraction permit	25,000	25,000	17,84 <del>6</del>		(7,154
Dog licenses	1,000	1,000	775		(225
Cable T.V. franchise	186,500	 186,500	292,261		105,761
	\$ 870,850	\$ 870,850	\$ 656,492	\$	(214,358
State sources:					
State revenue sharing	2,116,719	2,116,719	2,072,142		(44,577
Election equipment grant , , , . ,			126,316		126,316
Metro Act. , , , , , , , , , ,	15,000	15,000	14,152		(846
SMART grant	65,042	 65,042	63,560		(1,462
	\$ 2,196,761	\$ 2,196,761	\$ 2,276,190	\$	79,428
Charges for services:					
Site and plate fees , , ,	6,500	6,500	4,290		(2,210
Building plan review	40,000	40,000	28,580		(11,420
Fire safety review	10,000	10,000	9,573		(427
Plot plan review , , , , , ,	20,000	20,000	5,700		(14,300
Board of Appeals	4,000	4,000	4,538		538
Special meeting fees	10,000	10,000	15,932		5,932
Sewer related fees	10,000	10,000			(10,000
Cemetery - sale of lots	3,000	3,000	5,100		2,100
Duplicating and photostating	1,500	1,500	2,221		721
Senior services	11,000	11,000	17,328		6,326
Other maps, codes, etc	2,500	2,500	814		(1,686
Enhanced revenue	1,500	1,500	1,666		166
Passport processing fee	2,000	2,000	10,230		B,230
	30,000	30,000	56,427		26 427
Administration fees - other funds	 				

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND (CONTINUED)

	Original Budget	Amended Budget	Actual	Variance with Amended Budget Favorable (Unfavorable)
Revenues (continued): Interest and rents:				
Interest and rents.	100,000	100,000	407,040	307,040
Rents:	100,000	100,000	407,040	307,040
Community Hall rental	6,000	6,000	7,855	1,855
Dublin Center rental	1,000	1,000	200	(800)
Field rentals.	3,000	3,000	2,475	(525)
Lot rentals	-,,,,,	_,	6,000	6,000
Ormond Road Tower rental	4,800	4,800	4,840	40
Wolverine Lake van rental	4,000	4,000	2,169	(1,831)
	\$ 118,800	\$ 118,800	\$ 430,579	\$ 311,779
Other:				
Street lighting	18,000	18,000	16,692	(1,308)
Special assessment			24,351	24,351
Refunda and rebates	27,000	25,000	63,833	38,833
Contributions	3,500	3,500	6,827	3,327
Sale of fixed assets	500	500	660	160
Tri-Party reimbursement			53,799	53,799
Reimbursements , , , , ,	68,000	60,000	70,444	2,444
Miscellaneous	11,500	11,500	36,372	24,872
-	\$ 120,500	\$ 126,500	\$ 272,978	\$ 146,479
Total revenues	\$ 4,616,585	\$ 4,614,585	\$ 4,933,361	\$ 310,796
Expenditures:				
General government:				
Township board:				
Salaries - Trustees	31 , 428	31,428	31,392	36
Fees and per diem , , , ,	4,000	7,100	7,320	(220)
Social security	2,710	2,950	2,960	(10)
Employee insurance	450	450	457	(7)
Travel and conferences	6,000	6,000	2,819	3,181
General Insurance	150	270	248	22
Dues and subscriptions	15,500	15,600	15,809	(209)
Miscellaneous	1,000 \$ 61,238	\$ 64,338	98 \$ 61,103	\$ 3,235
Supervisor:				
Salary - officer	72,125	72,125	72,090	35
Salary - Administrative assistant	72,125 50,336	72,125 50,336	50,280	56 56
Salary - clerical	19,500	19,500	6,142	13,358
Social security, , , , ,	12,000	12,000	10,102	1,898
Employee insurance	41,771	41,771	20,317	21,454

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND (CONTINUED)

	Original Budget		mended Judget		Actual	Amen Fa	ance with ded Budget vorable
xpenditures (continued):							
General government (continued):							
Supervisor (continued):							
Pension	17,000		17,000		16,544		456
Travel and conferences	7,500		7,300		6,535		765
General insurance	1,500		1,500		2,111		(611) -
Dues and subscriptions	500		700		695		5
Miscellaneous	\$ 222,532	\$	222,532	\$	203 185,019	\$	97 37,513
AAAAAAAA							
Accounting department: Salaries	54,503		97,403		93,863		3,540
Social security	4,250		7,550		7,149		401
Employee Insurance	18,825		22,280		20,673		1,607
Pension	5,300		8,400		6,772		1,628
Travel and conferences	1,200		1,200		51		1,149
Dues and subscriptions	350		485		375		110
Training	1,000		1,000		687		113
Miscellaneous	400		265				265
•	\$ 65,828	\$	138,583	\$	129,770	\$	8,813
Clerk:							
Salary - officer	67,000		67,000		66,964		36
Salary - Deputy Clerk	48,980		48,980		48,936		44
Salary - clerical	110,455		115,655		112,195		3,460
Social security	20,000		20,000		17,287		2,713
Employee insurance . ,	32,394		32,394		33,327		(933)
Pension	26,500		32,600		32,308		292
Supplies	5,200		200		153		47
Communications	1,000		1,000		484		516
Travel and conferences	2,000		2,000		1,103		897
Legal notīces	20,000		15,000		14,249		751
General Insurance	1,000		1,000		979		21
Dues and subscriptions	450		750		729		21
Training	4,000		2,400		779		1,621
Miscellaneous, , , , , , ,	\$ 339,179		200 339,179		45 329,538		9,641
	v 000,170	Ψ	309,110	Ψ	020,000	vii	J,071
Board of review:	# 000		1 000		000		40
Fees and per diem	1,000		1,000		960 71		40 6
Social security.	77 160		77 150		71 <del>6</del> 0		90
Conferences , , , ,	\$ 1.227	\$					136
	\$ 1,227	Φ	1,227	Φ	1,091	Φ	130

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND (CONTINUED)

	Original Budget	Amended Budget	Actua!	Variance with Amended Budget Favorable (Unfavorable)
xpenditures (continued):				
General government (continued):				
Audit expense	35,000	39,300	39,256	44
Treasurer:				
Salary - officer	68,000	68,000	68,134	(134)
Salary - Deputy Treasurer	55,250	55,250	55,281	(31)
Salaries - Cierical	78,3 <del>6</del> 8	78,368	75,127	3,241
Social security	15,500	15,500	15,150	350
Employee Insurance	64,390	59,090	59,928	(838)
Pension	27,500	32,800	33,060	(268)
Supplies , . , , , , . , , ,	200	200	530	(330)
Data processing. , , , , , , , ,	20,000	20,000	2,342	17,658
Communications	1,000	1,000	521	479
Travel and conferences	2,600	2,600	3,395	(795)
General Insurance	850	850	750	100
Dues and subscriptions	1,200	1,200	514	686
Training , , , , , , , ,	7,000	7,000	450	6,550
Miscellaneous,	300	300	337	(37)
_	\$ 342,158	\$ 342,158	\$ 315,527	\$ 26,631
Assessing:				
Salaries	246,918	246,918	245,011	1,907
Social security	19,250	19,250	18,802	448
Employee insurance	80,553	80,553	72,981	7,572
Pension	23,750	23,750	17,386	6,364
Professional services		8,549	792	7,757
Data processing	15,000	6,000	2,683	3,317
Travel and conferences	7,700	6,052	2,390	3,662
General Insurance	6,000	7,700	7,644	56
Dues and subscriptions	640	840	710	130
Training	3,000	3,000	1,533	1,467
Miscellaneous	200	599	148	451
_	\$ 403,211	\$ 403,211	\$ 370,080	\$ 33,131
Elections:				
Fees and per diem. , , , , , , , , ,	28,000	30,100	30,030	70
Operating supplies	10,000	14,000	14,504	(504)
Equipment maintenance	6,000	4,650	2,925	1,725
Miscellaneous	3,000	4,600	4,302	298
_	\$ 47,000	\$ 53,350	\$ 51,761	\$ 1,589

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND (CONTINUED)

	Original Budget	Amended Budget	Actual	Variance with Amended Budget Favorable (Unfavorable)
Expenditures (continued):				
General government (continued):				
Township buildings and grounds:				
Salaries - custodian	101,427	101,427	101,941	(514)
Social security	7,800	7,800	8,024	(224)
Employee insurance	32,850	32,850	32,346	504
Pension	10,000	10,000	7,259	2,741
Communications	10,500	8,470	7,101	1,369
Transportation	6,000	6,000	4,562	1,438
General Insurance	79,500	81,225	84,047	(2,822)
Utilities	55,600	60,525	55,014	5,511
Building and grounds maintenance	43,000	40,200	30,659	9,541
Equipment maintenance	40,000	38,180	27,790	10,390
Miscellaneous,	500	500	547	(47)
	\$ 387,177	\$ 387,177	\$ 359,290	\$ 27,887
Logal fees ,	90,000	120,000	122,770	(2,770)
Cemetery:				
General insurance	500	500	104	396
Utilities, ,	500	500	208	292
Mgintenance	15,000	15,000	11,829	3,171
Miscellaneous	500	500		500
	\$ 16,500	\$ 16,500	\$ 12,141	\$ 4,359
Conservation services	15,000	27,200	27,179	21
Other general services administration activit	ies:			
Mailing and postage	42,500	42,500	29,316	13,184
Office supplies,	25,000	29,740	29,609	131
Miscellaneous	20,000	20,000	16,425	3,575
-	\$ 87,500	\$ 92,240	\$ 75,350	\$ 16,890
Total general government	\$ 2,133,550	\$ 2,246,995	\$ 2,079,875	\$ 167,120
Public safety:				
Building inspection department:				
Salaries	276,597	276,597	255,842	20,755
Electrical inspector	50,000	50,000	31,963	18,037
Plumbing inspector	102,000	102,000	49,885	52,115
Social security	33,428	33,429	25,997	7,431
Employee insurance	81,363	£1,363	74,899	6,464
Pension	24,800	24,800	17,255	7,545
Supplies	6,500	6,500	6,291	209
• •				

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND (CONTINUED)

	Original Budget		mended Budget		Actuel	Amend Fa	ance with ded Budget vorable avorable)
Expenditures (continued):							
Public safety (continued):							
Building Inspection department (continued):							
Professional fees	30,000		29,400		21,803		7,597
Communications	3,200		3,200		1,770		1,430
Transportation and conferences	14,000		14,600		12,398		2,202
General Insurance	8,000		8,000		5,792		2,208
Dues and subscriptions	800		800		590		210
Training	3,000		3,000		1,345		1,655
Miscellaneous	250		250		212		38
	\$ 633,938	\$	633,938	\$	506,042	\$	127,6 <del>9</del> 6
Ordinance officer:							
Salaries	47,000		47,000		47,412		(412)
Social security	3,800		3,800		3,432		368
Employee insurance	3,375		3,375		2,340		1,035
Pension. ,	4,750		4,750		3,421		1,329
Travel and conferences	2,000		2,000		320		1,680
Dues and subscriptions	350		350				350
Training	1,000		1,000				1,000
Miscellaneous	400		400		443		(43)
-	\$ 62,675	\$	62 <u>,675</u>	\$	57,368	\$_	5,307
Total public safety	\$ 696,613	s	696,613	\$	563,410	\$	133,203
Public works:			A		400 450		04 040
Highway and streets	214,000		214,500		183,458		81,042
Special projects contributions	3,178		3,178		3,178		0.574
Street lighting	36,000		36,000		27,426	. —	9, <u>574</u>
Total public works	\$ 253,170	\$	253,678	\$	164,062	\$	89,616
Health and welfare:							
Senior citizens transportation program:							
Salaries	56,300		56,300		51,824		4,476
Social security	4,500		4,500		4,004		496
Employee insurance	1,000		1,000		1,076		(76)
Suppiles	1,000		1,000		72		928
Communications , , ,	2,500		2,500		2,125		375
Transportation	14,000		14,000		15,302		(1,302)
General insurance. ,	5,000		5,000		5,117		(117)
Miscellaneous	200		200_	_	70		130
Total health and welfare	\$ 84,500	\$	84,500	\$	79,590	\$	4,910

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND (CONTINUED)

	Original	Amended		Variance with Amended Budget
	Budget	Budget	Actual	Favorable (Unfavorable)
Expenditures (continued):	noget	000000		(diliavolable)
Community and economic development:				
Planning:				
Salaries	291,807	308,307	297,158	11,149
Social security	23,000	23,000	23,750	(750)
Employee Insurance	69,411	63,911	48,892	15,019
Pension	35,700	35,700	21,157	14,543
Supplies	1,000	1,690	1,100	590
Professional fees	86,822	136,020	105,342	30,678
Communications	1,500	1,500	2,562	(1,062)
Transportation and conferences	10,000	10,000	11,389	(1,389)
Legal notices,,,,,	2,000	2,000	1,873	127
General insurance	5,000	5,000	4,682	318
Dues and subscriptions	1,250	1,250	1,489	(239
Training	3,000	3,000	350	2,650
Miscellaneous	200	200		200
development	\$ 530,690	\$ 591,578	\$ 519,744	\$ 71,834
Recreation and culture:				
Other recreation and park activities	4,000	5,765	11,354	(5,589
Senior center program:				
Salaries	108,563	108,563	91,611	16,952
Social security	8,500	8,500	7,885	615
Employee Insurance	25,656	25,656	24,815	841
Pension	15,500	15,500	7,328	8,172
Suppiles and activities	11,500	16,500	16,204	296
Communications	1,000	1,000	940	60
Transportation and conferences	800	800	381	419
General insurance	7,000	7,000	7,184	(184
Utilities	9,500	9,500	7,900	1,520
Repairs and maintenance	7,000	22,000	19,945	2,055
Dues and subscriptions	400	571	509	62
Miscellaneous	500	329	144	185
<del>-</del>	\$ 195,919	\$ 215,919	\$ 184,926	\$ 30,993
Total recreation and culture , , .	\$ 199,919	\$ 221,684	\$ 196,280	\$ 25,404
Other:				
Sick pay allowance	8,000	8,000	660	7,340
Payroll service	10,000	12,800	12,235	565
Total other	\$ 18,000	\$ 20,800	\$ 12,895	\$ 7,905

## BUDGETARY COMPARISON SCHEDULE GENERAL FUND (CONTINUED)

	Original Budget	Amended Budget	Actua I	Variance with Amended Budget Favorable (Unfavorable)
Expenditures (continued):				
Capitel outlay:				
Elections	10,000	3,650	126,452	(122,802)
Township buildings	55,000	790,000	731,887	58,113
Cemetery , , , , , , ,	1,800	1,800	38	1,762
Planning		21,802	21,802	
Total capital outlay	\$ 66,800	\$ 617,252	\$ 680,179	\$ (62,927)
Debt service:				
Principal payments			6,265	(6,265)
Interest and fiscal charges			2,924	(2,924)
Total debt service	ė	\$	\$ 9,189	\$ (9,189)
lotal bent service	φ	Ψ	Ψ σ,10σ	\$ (3,163)
Total expenditures	\$ 3,983,250	\$ 4,933,100	\$ 4,505,224	<u>\$ 427,876</u>
Excess of revenues over (under)				
expenditures , , , , ,	\$ 633,335	\$ (318,515)	\$ 428,157	\$ 746,672
Other financing sources (uses):				
Operating transfers in	40,000	916,000	833,655	(82,345)
Operating transfer out	(985,681)	(1,053,681)	(1,144,912)	(91,231)
Total other financing sources (uses) .	\$ (945,681)	\$ (137,681)	\$ (311,257)	\$ (173,576)
Excess of revenues and other sources				
over (under) expenditures and other uses	\$ (312,346)	\$ (456,196)	\$ 116,900	\$ 573,098
*****	. (	- (,,	,,	,
Fund balance - January 1, 2006	2,105,208	2,105,208	2,105,208	
Fund balance - December 31, 2006	\$ 1,792,862	\$ 1,649,012	\$ 2,222,108	\$ 573,096

## BUDGETARY COMPARISON SCHEDULE FIRE FUND

_	Original Budget	Amended Budget	Actual	Amen Fa	iance with ded Budget avorable favorable)
Revenues:	\$ 1.824.029	\$ 1,824,029	\$ 1,823,710	\$	(319)
Federal sources.	15,000	15,000	21,134 25,980		21,134 10,980
Other:	·	·	•		•
Cost recoveries	3,000	3,000	7,004		4,004
Contributions			\$,000		3,000
Miscellaneous	5,000	5,000	2,181		(2,819)
Total revenues	\$ 1,847,029	\$ 1,847,029	\$ 1,863,009	\$	35,980
Expanditures:					
Salaries	1,076,712	1,075,071	1,082,909		(7,838)
Social security	82,750	82,750	82,073		677
Employee Insurance	251,150	238,900	2 <b>4</b> 1,683		(2,783)
Pension	114,000	114,000	121,493		(7,493)
Office supplies and expenses	4,200	4,500	3,803		697
Uniforms , ,	10,350	10,350	10,260		<b>Ģ</b> 1
Food allowance	6,000	6,000	6,000		
Operating supplies	47,000	46,000	41,425		4,575
Professional fees	7,500	18,800	30,48 <del>6</del>		(11,686)
Communications ,	9,700	9,000	10,832		(1,632)
Vehicle maintenance and expenses	38,800	36,400	79,426		(43,026)
Çonferençes	3,500	3,500	4,628		(1,128)
Medical supplies and services	6,750	8,300	6,695		1,693
General insurance	61,500	61,500	83,404		(21,904)
Utilities, , , ,	24,550	21,100	23,347		(2,247)
Repairs and maintenance	20,500	25,650	25,919		(269)
Dues and subscriptions	4,500	5,500	6,457		(957)
Training	17,000	17,000	16,171		629
Miscellaneous	2,650	2,168	1,786		382
	\$ 1,789,112	s 1,706,577	\$ 1,878,806	\$	(92,229)
Capital outlay	672,351	508,425	469,543		38,882
Total expenditures	\$ 2,461,463	\$ 2,295,002	\$ 2,348,349	\$	(53,347)
Excess of revenues over					
(under) expenditures	\$ (614,434)	\$ (447,973)	\$ (465,340)	\$	(17,367)
Other financing sources: Operating transfers In	614,434	610,393	693,904		63,511
Excess of revenues and other sources over expenditures,	\$	\$ 162,420	\$ 228,564	\$	66,144
Fund balance - January 1, 2006	4,502,881	4,502,881	4,502,881		
Fund balance - December 31, 2006	\$ 4,502,661	\$ 4,665,301	\$ 4,731,445	\$	66,144

## BUDGETARY COMPARISON SCHEDULE POLICE FUND

_	Original Budget	Amended Budget	Actual	Variance with Amended Budget Favorable (Unfavorable)
Revenues:		e o nan 765	e o nao 646	\$ (516)
Taxes		\$ 2,942,765	\$ 2,942,249 16,007	(6,993)
State sources		23,000 20,000	39,408	19,408
Charges for services	20,000 100,000	100,000	140,269	40,289
Fines and forfeitures	16,000	16,000	42,129	26,129
Interest , , , , ,	10,000	10,000	,	,
Other: Sale of fixed assets	38,000	38,000	15,348	(22,652)
Miscellaneous	20,250	20,250	44,319	24,069
miscellaneous			· -	
Total revenues	\$ 3,160,015	\$ 3,160,015	\$ 3,239,749	\$ 79,794
Expenditures:			0.040.000	/E7 D44\
Salarios		2,191,997	2,249,808	(57,811) (16,410)
Social security	167,100	152,800	169,210	(16,410)
Employee insurance		532,550	532,132 136,957	(4,857)
Pension		132,100 15,200	12,998	2,202
Office supplies and expenses		24,000	24,088	(88)
Uniforms		14,100	12,539	1,561
Operating supplies	-	94,500	108,479	(13,979)
Professional fees	•	8,000	6,176	1,824
Data processing		9,000	B.866	134
Vehicle maintenance and expenses		80,900	82,170	(1,270)
Conferences	4 500	1,500	1,970	(470)
General Insurance,		65,000	64,317	683
Repairs and maintenance		59,200	59,120	80
Dues and subscriptions		3,050	2,741	309
Training		16,700	17,875	(1.175)
Crossing guards	14,965	11,965	11,586	379
Miscellaneous	12,700	8,700	7,043	1,657
	\$ 3,391,262	\$ 3,421,262	"\$ 3,508,075	\$ (86,813)
Capital outlay	140,000	110,000	114,460	(4,460)
Total expenditures	\$ 3,531,262	\$ 3,531,262	\$ 3,622,535	\$ (91 <u>,273)</u>
Excess of revenues over (under) expenditures	\$ (371,247)	\$ (371,247)	\$ (382,786)	\$ (11,539)
Other financing sources (uses): Operating transfers in		371,247	383,008 ( <b>222</b> )	11,761 (222)
Total other financing sources (uses)	\$ 371,247	\$ 371,247	\$ 382,786	\$ 11, <u>539</u>
Excess of revenues and other sources over expenditures and other uses	. \$	\$	S	\$
Fund balance - January 1, 2006				<del></del>
Fund balance - December 31, 2006	<u> </u>	<u> </u>	<u>\$</u>	<u> </u>

## BUDGETARY COMPARISON SCHEDULE IMPROVEMENT REVOLVING FUND

	Original Budget	Amended Budget	Actual	Variance with Amended Budget Favorable (Unfavorable)	
Revenues:	\$ 40,000	\$ 40,000	\$ 145,030	\$ 105,030	
Expenditures: Capital outlay			38,334	(38,334)	
Excess of revenues over expenditures	\$ 40,000	\$ 40,000	\$ 106,696	\$ 66,696	
Other financing uses: Operating transfer out	40,000	984,000	833,655	150,345	
Total other financing uses,	\$ 40,000	\$ 984,000	\$ 833,655	\$ 150,345	
Excess of revenues over (under) expenditures and other uses	\$	\$ (944,000)	\$ (726,959)	\$ 217,041	
Fund balance - January 1, 2006	3,355,160	3,355,160	3,355,160	· <del></del>	
Fund balance - December 31, 2006	s 3,355,160	\$ 2,411,160	<u>\$ 2,628,201</u>	\$ 217,041	

## BUDGETARY COMPARISON SCHEDULE SPECIAL ASSESSMENT FUND

	Original Budget	Amended Budget	Actual	Variance with Amended Budget Favorable (Unfavorable)		
Ravenues:	s	\$	\$ 70,48 <b>7</b>	\$ 70,487		
Other - special assessments		1,552,311	1,559,996	7,685		
Total revenues	\$ 1,552,311	\$ 1,552,311	\$ 1,630,483	\$ 78,172		
Expenditures: Public works: \$pecial assessments;		***	4 005 405	(4.E. 40E)		
Garbage	1,350,000 202,311	1,350,000 302,946	1,365,425 310,261	(15,425) (7,315)		
Others	202,811			(1)010)		
Total expenditures	\$_1,552,311	\$ 1,652,946	\$ 1,675,686	<u>\$ (22,740)</u>		
Excess of revenues over (under) expenditures		\$ (100,635)	\$ (45,203)	\$ 55,432		
Fund balance - January 1, 2006	607,205	607,205	607 <u>, 205</u>			
Fund balance - December 31, 2006	\$ 607,205	\$ 506,570	\$ 562,002	\$ 55,432		

## OTHER SUPPLEMENTAL INFORMATION

## COMBINING BALANCE SHEET NON-MAJOR GOVERNMENTAL FUNDS

#### DECEMBER 31, 2006

	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Total Non-Major Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 187,687	\$	\$ 202,165	\$ 389,852
Taxes				171,536 151,323
Due from other funds	•		19,100	229,282 45,728
Total assets,	<u>\$ 766,456</u>	<u>s</u>	\$ 221,265	\$ 987,721
LIABILITIES AND FUND BALANCES				
Liabilities: Deferred revenue	\$ 499,264	\$	\$	\$ 499,264
Due to other funds	99,526		204,542	304,068
Total liabilities	\$ 598,790	\$	\$ 204,542	\$ 803,332
Fund balances: Unreserved, , , , , , ,	167,666		16,723	184,389
Total fund balances	\$ 167,666	\$	\$ 16,723	\$ 184,38 <u>9</u>
Total liabilities and fund balances	\$ 766,456	\$	\$ 221,265	\$ 987,721

#### COMBINING BALANCE SHEET NON-MAJOR GOVERNMENTAL FUNDS SPECIAL REVENUE FUNDS DECEMBER 31, 2006

	Drug Forfeltur	Parks and e Recreation	Public Act 188	Community Development Block Grant
ASSETS				
Cash and cash equivalents	\$ 63,90	06 \$	\$	s
Receivables: Taxes		171,536	151,323	
Due from other funds	2,25	50 183,642	20,790	
Due from other governments, , ,				24,680
Total assets	S 66,15	\$ 355,178	\$ 172,113	\$ 24,680
LIABILITIES AND FUND BALANCES				
Liabilities: Deferred revenue	\$ .	\$ 255,178	\$ 144,086	\$
Due to other funds				24,680
Total liabilities	\$	\$ 355,178	\$ 144,086	\$ 24,680
Fund balances - unreserved, , , , ,	66,15	66_	28,027	
Total liabilities and fund balances	\$ 66,15	6 \$ 355,178	\$ 172,113	\$ 24,680

(	General Sewer		
	Fund		Total
\$	123,781	\$	187,687
			171,536 151,323
	3,500		210,182
	21,048		45,728
\$	148,329	\$	766,456
\$		\$	499,264
	74,846		99,526
\$	74,846	\$	598,790
	73,483		167,666
\$	148,329	<u>.</u> \$	766,456

## COMBINING BALANCE SHEET NON-MAJOR GOVERNMENTAL FUNDS DEBT SERVICE FUNDS DECEMBER 31, 2006

	Building Authority	Total
ASSET\$		
Cash and cash equivalents , , ,	\$	\$
Total assets	\$	\$
LIABILITIES AND FUND BALANCES		
Fund balances - reserved for debt service	\$	\$
Total liabilities and fund balances	\$	\$

## COMBINING BALANCE SHEET NON-MAJOR GOVERNMENTAL FUNDS CAPITAL PROJECT FUNDS DECEMBER 31, 2006

	Pontiac Lake Sewer	Total	
ASSETS			
Cash and cash equivalents	\$ 202,165	\$ 202,165	
Due from other funds. , ,	19,100	19,100	
Total assets	\$ 221,265	\$ 221,265	
LIABILITIES AND FUND BALANCES			
Liabilities: Due to other funds,	\$ 204,542	\$ 204,542	
Fund balances - unreserved	16,723	16,723	
Total liabilities and fund balances	\$ 221,265	\$ 221,265	

## COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES NON-MAJOR GOVERNMENTAL FUNDS

	Special Revenue Funds		Debt Service Funds	F	apitai roject Funds		Total on-Major vernmental Funds
Revenues: Federal sources	\$ 98,741 92,442 2,876 15,489 22,669	\$	148,988 37 <b>1</b>	\$	10,693 2,200	\$	98,741 241,430 2,876 26,553 24,869
Total revenues, ,	\$ 232,217	\$	149,359	\$	12,893	\$	394,469
Expenditures:  Current:  General government	86,524 10,370 246,920 12,217		150,000 3,825		53 10,360		86,524 10,370 246,973 12,217 10,360 150,000 3,825
Total expenditures	\$ 356,031	_\$_	153,825	_\$_	10,413_	_\$_	520,269
Excess of revenues over (under) expenditures	\$ (123,814)	\$	(4,466)	\$	2,480	\$	(125,800)
Other financing sources: Transfer from general fund	69,000 222						68,000 _222
Total other financing sources	\$ 68,222	_\$		\$		_\$_	68,222
Excess of revenues and other financing sources over (under) expenditures	\$ (55,592)	\$	(4,466)	\$	2,480	\$	(57,578)
Fund balance - January 1, 2006	 223,258		4,466		14,243		241,967
Fund balance - December 31, 2006	\$ 167,666	\$		<u> </u>	16,723	<u>\$</u>	184,389

# COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES NON-MAJOR GOVERNMENTAL FUNDS SPECIAL REVENUE FUNDS

	. Drug Forfeiture	Parks and Recreation	Public Act 188	Community Development Block Grant
Revenues: Federal sources	. 2,876 . 2,725	\$ 	\$ 6,715 658 20,419	\$ 98,741
Total revenues	. \$ 7,851	\$	\$ 27,792	\$ 98,741
Expenditures: Current: General government	. 10,370		67,765	86,524 12,217
Total expenditures	\$ 10,370	\$	\$ 67,765	\$ 98,741
Excess of revenues over (under) expenditures	. \$ (2,519)	\$	\$ (39,973)	\$
Other financing sources: Transfer from general fund			68,000	
Total other financing sources	\$ 222	\$	\$ 68,000	s
Excess of revenues and other financing sources over (under) expenditures		\$	\$ 28,027	\$
Fund balance - January 1, 2006 , , , , , ,				<del></del>
Fund balance - December 31, 2006 ,	\$ 66,156	<u> </u>	\$ 28,027	\$

(	ienera i				
	Sewer				
	Fund		Total		
\$		\$	98,741		
•	85,727	•	92,442		
			2,876		
	12,106		15,489		
			22,669		
\$	97,633	\$	232,217		
			86,524		
			10,370		
	179,155		246,920		
			12,217		
\$	179,155	\$	356,031		
\$	(81,322)	\$	(123,814)		
			68,000 222		
\$		s	68,222		
\$	(81,322)	\$	(55,592)		
	154,805		223,258		
\$	73,463	\$	167,666		

# COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES NON-MAJOR GOVERNMENTAL FUNDS DEBT SERVICE FUNDS

	Building Authority	Total	
Revenues: Charges for services		\$ 148,988 <u>371</u>	
Total revenues	\$ 149,359	\$ 149,359	
Expenditures:  Debt service:  Principal payments	150,000 3,825	150,000 3,825	
Total expenditures	\$ 153,825	\$ 153,825	
Excess of revenues over (under) expenditures	\$ (4,466)	\$ (4,466)	
Fund balance - January 1, 2006	4,466	4,466	
Fund balance - December 31, 2006	\$	<u> </u>	

# COMBINING STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES NON-MAJOR GOVERNMENTAL FUNDS CAPITAL PROJECT FUNDS

	Pontlac Lake Sewer	Total
Revenues; Interest	-	\$ 10,693 2,200
Total revenues	\$ 12,893	\$ 12,693
Expenditures: Current: Public works	53 10,360	53 10,360
Total expenditures	\$ 10,413	\$ 10,413
Excess of revenues over expanditures	\$ 2,480	\$ 2,480
Fund balance - January 1, 2006	14,243	14,243
Fund balance - December 31, 2006	<u>\$ 16,723</u>	\$ 16,723

## JANZ & KNIGHT, P.L.C.

CERTIFIED PUBLIC ACCOUNTANTS 300 EAST LONG LAKE ROAD, SUITE 360 BLOOMFIELD HILLS, MICHIGAN 48304-2377

> TELEPHONE (248) 646-9666 FACSIMILE (248) 646-3857



MEMBERS

AMERICAN INSTITUTE OF
CERTIFIED PUBLIC ACCOUNTANTS
MIGHIGAN ASSOCIATION OF
CERTIFIED PUBLIC ACCOUNTANTS

May 21, 2007

Members of the Township Board Township of White Lake 7525 Highland Road White Lake, Michigan 48383

Dear Board Members:

FREDERICK C. JANZ

ROBERT I. KNIGHT Kenneth e. Zink

JOHN M. FOSTER

JOHN W. MACKEY

DAWN M. LENGERS Joshua J. Lynn

STEPHEN C. OTIS

MICHAEL V. HIGGINS

JAMES A. STEPHENSON, TY

In planning and performing our audit of the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Township of White Lake as of and for the year ended December 31, 2006, in accordance with auditing standards generally accepted in the United States of America, we considered the Township of White Lake's internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Township's internal control. Accordingly, we do not express an opinion on the effectiveness of the Township's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. In addition, because of inherent limitations in internal control, including the possibility of management override of controls, misstatements due to error or fraud may occur and not be detected by such controls. However, as discussed below, we identified certain deficiencies in internal control that we consider to be significant deficiencies and other deficiencies that we consider to be material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or a combination of control deficiencies, that adversely affects the entity's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the entity's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control. We consider the following deficiencies to be significant deficiencies in internal control.

The adoption of the Michigan Uniform Local Budgeting Act (Act No. 621, Public Acts of 1978), has made it mandatory that balanced budgets be adopted and that those budgets be amended before expenditures exceed the budgeted amounts. We noted that the budget was amended during the fiscal year in an attempt to comply with the budget requirements. As previously noted, despite the amendments, expenditures exceeded budgeted amounts in various activities. Listed below are the significant budget overruns:

Fund	Activity	Budget <u>Appropriation</u>	Actual <u>Expenditure</u>	Budget <u>Var Lance</u>
General	Capital outlay - elections	\$ 3,650	\$ 126,452	\$122,802*
Genera I	Debt service		9,189	9,189
Genera I	Operating transfer out	1,053,681	1,144,912	91,231
Fire	Salaries	1,075,071	1,082,909	7,638
Fire	Pension	114,000	121,493	7,493
Fire	Professional fees	18,800	30,486	11,686
Fire	Vehlcio maintenance expense	36,400	79,426	43,026
Fire	General Insurance	61,500	83,404	21,904
Police	Salaries	2,191,997	2,249,808	57,611**
Police	Social Security	152,800	169,210	16,410
Police	Professional fees	94,500	108,479	13,979
Improvement Revolving	Capital outlay	•	38,334	36,334
Special Assessment	Garbage	1,350,000	1,365,425	15,425
Special Assessment	Other Other	302,946	310,261	7,315
Drug Forfeiture	Public safety	400	10,370	9.970
CDBG	Minor home repair	41,202	77,110	35,908
General Sewer	Public works	63,500	179,155	115,655

- \* There is an election equipment grant revenue to offset this expenditure.
- \*\* This variance was the result of retroactive pay settled in union negotiations finalized in 2007.

During the course of the audit it was determined that in several instances employees were not paid at their approved pay rates. These items were also identified by the accounting department within the year. We recommend that all pay rate changes be approved by the supervisor in writing and given to the payroll clerk to be included in the employee file. Before the payroll clerk updates the rate in the payroll system the accounting supervisor should double check the authorization and calculation and also sign off that the new rate is accurate.

The Township's ordinances require connection fees be paid in full prior to certificate of occupancy or equivalent being issued unless special payment terms have been approved by the board. During the course of the audit it came to our attention that there was a instance where a property owner was given special payment terms without board approval. We recommend that all procedures and ordinances be followed.

The Township's Administrative Policies and Procedures require that all purchases over \$2,000 shall be approved by the Township Board prior to payment, except payroll, utility, and payments on contractual obligations. This must be used for all disbursements greater than \$2,000 even if each item on the invoice is less than the required amount. During the course of the audit we identified several instances where expenditure control procedures of the Township were not adhered to. Additional Township procedures require that all disbursements that do not require prior board approval are to be presented to the board as part of the subsequent months minutes. During the course of the audit it was discovered that a couple months of disbursements were not included in the subsequent months minutes.

A material weakness is a significant deficiency, or a combination of significant deficiencies, that results in more than a remote likelihood that material misstatement of the financial statements will not be prevented or detected by the entity's internal control. We believe that the following deficiencies constitute material weaknesses.

As previously reported, all funds should be reviewed, reconciled, and adjusted monthly to supporting detail (interfund balances, accounts receivable, etc). The reconciliation should be between the supporting detail and the general ledger produced by the Accounting System. Departments should coordinate their efforts to assist in the process. A date should be set (i.e. 10th of the following month) for the supporting documents to be submitted to the clerk's office. Closing out interfund balances should be completed monthly. In the past we have provided checklists to assist in the process, but these were not completed timely, or completed at all. As a result, our audit has produced

a significant amount of journal entries. Monthly reports that are not fully reconciled give opportunity to erroneous reports.

Additionally, we offer the following general comments and recommendations:

## <u>Previous Comments:</u>

- 1. Currently, the Township does not have a policy relating to cell phones owned by the Township. We recommend that a cell phone policy be established. This policy should address personal use and reimbursement procedures to the Township when personal use occurs.
- 2. Currently, the Water Department assesses a 5% penalty on water billings that are delinquent. No additional penalty is assessed. Water bills that are at least six months delinquent are placed on the property tax rolls annually. The current penalty structure does not provide an incentive for residents to pay their delinquent water bills after the 5% penalty has been assessed. We recommend that all penalty provisions of the Township be reviewed to insure that they are structured to encourage timely payments to the Township.
- 3. The Township receives monies in advance from developers to cover various costs associated with construction projects within the Township. This activity is run through the Trust & Agency Fund. In several instances these costs have exceeded the monies advanced to the Township. The Township is aware of this and is in the process of collecting the monies owed. We recommend that the Township establish procedures that insure that monies are received in advance prior to incurring developer expenses. The Planning Department should be involved with this process.
- 4. Due to an upcoming accounting change, GASB 45, the Township will need to recognize the cost of retiree health care for current and future retirees. The new rules will require the Township's government-wide financial statements to recognize the cost of providing retiree health care coverage over the working life of the employee, rather than at the time the health care premiums are paid. This change will result in recording a substantial liability on the Township's books relating to retiree health care costs. It is our recommendation that the Township begin funding this liability by setting aside monies in a new fund.

#### New Comments:

- 5. To improve the internal control of wire transfers two signatures should be required just as it is on a check. This should be for transfers between funds and those to outside parties. Besides this control an outside verification should be received by the bank. To assist in this verification, we recommend that all bank accounts be setup for on-line access. Additional banking controls have been discussed privately with the Treasurer.
- 6. The Township needs to implement procedures on water connections to ensure payment for the water main construction is paid when a qualifying event takes place. Since this SAD was optional at the time the line was constructed not all of the responsible parties have contributed to this system. Currently, there is no system in place within the Township that would trigger the collection of this balance due. Besides this situation, we recommend that the Township review and improve upon all accounts receivable procedures. We understand that the Township is in the process of implementing an accounts receivable system.

- 7. The Township's Administrative Policies and Procedures restricts the Township from conducting business with any Township officer, employee or family member. During the course of our audit it was discovered that several transactions occurred. These transactions were immaterial in amount but are considered restricted transactions. We recommend that this policy be reviewed by all Township officers and employees and be adhered to.
- 8. Since the Township Treasurer is responsible for all monies that come into the Township, additional controls should be established for monies collected off site, i.e., the Dublin Community Center. To ensure that funds receipted at the Dublin Community Center are properly accounted for we recommend the use of pre-numbered cash receipt books (triple copy), sign in sheets, and monies for deposit should be turned over to the Treasurer including cash receipts. This should be done at least weekly.

This communication is intended solely for the information and use of management, the Members of the Township Board, and others within the Township, and not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Certified Public Accountants

Janz + knight PLC

J&K/srz